

**PINEY-Z COMMUNITY
DEVELOPMENT DISTRICT**

MARCH 25, 2019

AGENDA PACKAGE

Piney-Z Community Development District
Inframark, Infrastructure Management Services
210 North University Drive, Suite 702 • Coral Springs, Florida 33071
Telephone: (954) 603-0033 • Fax: (954) 345-1292

March 15, 2019

Board of Supervisors
Piney-Z Community Development District

Dear Board Members:

On Monday, March 25, 2019 the Board of Supervisors of the Piney-Z Community Development District will hold a meeting at 6:00 p.m. at the Piney-Z Plantation Lodge, 950 Piney-Z Plantation Road, Tallahassee, Florida. Following is the advance agenda for the meeting:

- 1. Roll Call**
- 2. Pledge of Allegiance**
- 3. Audience Comments & Supervisor Response(s)**
- 4. Website Updates (Josh Ellis/Abby Dunn)**
 - A. ADA Remediation Contract Results**
 - B. Security/General Updating Contract Results**
- 5. Approval of the Minutes of the January 28, 2019 Meeting**
- 6. Acceptance of the January and February, 2019 Financial Statements and Approval of the Check Registers and Invoices**
- 7. CDD Manager's Report**
 - A. Presentation of the FY 2020 Draft Budget**
 - B. Consideration of Lawn Care Contract Bids**
 - C. Consideration of Pavilion Gutter Contract Bids**
- 8. District Manager's Report**
 - A. Acceptance of the Audit for Fiscal Year 2018**
- 9. District Attorney's Report**
- 10. New Business**
- 11. Supervisor Requests**
- 12. Adjournment**

Any additional supporting materials we have received for the items listed above are enclosed. Others may be distributed under separate cover. The balance of the agenda is routine in nature. If you have any questions, please give me a call at (813) 991-1116, extension 105.

Sincerely,

Bob Nanni/ms
District Manager

cc: Christopher Lyon Melinda Parker Bob Reid

Fourth Order of Business

4A.

CONTRACT FOR WEBSITE SERVICES

This Contract Agreement is made this 21st day of February, 2019, between the PINEY-Z COMMUNITY DEVELOPMENT DISTRICT ("Piney-Z"), 950 Piney-Z Plantation Road, Tallahassee, FL 32311, and JOSHUA ELLIS ("Contractor"), 1910 Nanette Drive, Tallahassee, FL 32303. Where in consideration of the following the parties agree:

1. Scope of Services and Compensation

Piney-Z agrees to pay Contractor and Contractor agrees to perform certain website services pursuant to Quote No. 450, dated February 20, 2019, in the amount of \$1,200. Contractor agrees to complete all services not later than March 22, 2019. Piney-Z agrees to pay Contractor the full amount due within 30 days of completion of all listed services.

2. Warranties by Contractor

Contractor represents and warrants to Piney-Z that it has the experience and ability to perform the services required by this agreement; that it will perform said services in a professional and competent manner; and that it has the power to enter into and perform this agreement.

3. Independent Contractor

Contractor acknowledges that the services rendered under this agreement shall be solely as an independent contractor.

4. Non-Disclosure and Contact Person

Contractor agrees that, except as directed by Piney-Z, it will not at any time during or after the term of this agreement disclose any information about the website to other than Piney-Z's Board of Supervisors or staff. Contractor agrees that upon the termination of this agreement it will turn over to Piney-Z all documents, papers, and other matter in its possession or control that relate to Piney-Z. Contractor's contact person for services provided under this agreement shall be Piney-Z's CDD Manager.

5. Termination

This agreement may be terminated by either party with 30 days written notice.

6. Public Records

Pursuant to Section 119.0701, Florida Statutes:

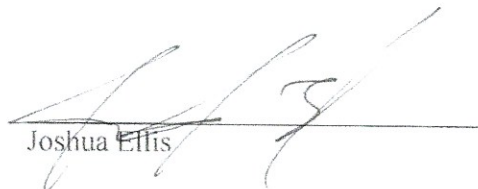
IF THE CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT INFRAMARK, 954-

753-5841, SANDRA.DEMARCO@INFRAMARK.COM, 210 N. UNIVERSITY DRIVE, SUITE 702, CORAL SPRINGS, FL 33071.

The contractor shall comply with Chapter 119, Florida Statutes, in regard to public records laws, specifically to:

- a. Keep and maintain public records required by the public agency to perform the service.
- b. Upon request from the public agency's custodian of public records, provide the public agency with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in this chapter or as otherwise provided by law.
- c. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the contract if the contractor does not transfer the records to the public agency.
- d. Upon completion of the contract, transfer, at no cost, to the public agency all public records in possession of the contractor or keep and maintain public records required by the public agency to perform the service. If the contractor transfers all public records to the public agency upon completion of the contract, the contractor shall destroy any duplicate public records that are exempt or confidential and exempt for public records disclosure requirements. If the contractor keeps and maintains public records upon completion of the contract, the contractor shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the public agency, upon request from the public agency's custodian of public records, in a format that is compatible with the information technology systems of the public agency.

Failure to provide the public records to the public agency within a reasonable time may subject the contractor to penalties under s. 119.10 and s. 119.0701(4), Florida Statutes.


Joshua Ellis


Geraldine F. Cashin, for Piney-Z

Joshua Ellis
 1910 Nanette Dr, Tallahassee, FL 32303
 850.274.8265

QUOTE NO. 450

FEBRUARY 20, 2019

BILL TO

NOTES

PineyZ Community
 Development District
 950 Piney-Z Plantation Rd,
 Tallahassee, FL 32311

This quote is contingent on the completion of a previous quote (#449).
 All updates assume the options exist in the updated theme and do not
 include extensive customization of the theme. Alternate ADA provisions will
 be provided for ADA shortcomings in the theme, if any are found.

QTY(HRLY)	DESCRIPTION	UNIT PRICE	TOTAL
12	Recreate the existing 23 pages of the upgraded site to meet the Website Accessibility Requirements for special districts identified by the Department of Economic Opportunity & WCAG 2.1.	\$60	\$720
Incl.	Site Options: Replace the 'Sticky nav' with a standard header/navigation option	\$60	Incl.
Incl.	Site Options: Enable a navigation option in the upgraded theme which allows keyboard navigation or identify and enable a replacement.	\$60	Incl.
4	Test with Screen-Reader software Resolve or provide alternate options on incompatible components the theme, if any.	\$60	\$240
1	Archive and delete PDFs identified by CDD	\$60	\$60
Incl.	OCR and replace inaccessible PDFs identified by CDD	\$60	Incl.
Incl.	Replace DOC files identified by CDD with PDF versions	\$60	Incl.
2	Create a Google account for CDD to fund Google Map API usage and activate on site	\$60	\$120
1	Basic Content Updates identified by CDD can be added to this line item and addressed on an hourly basis. <ol style="list-style-type: none"> 1. Delete Orphaned Pages 2. Check for broken links 3. Standardize formatting of text 4. Remove ADA badge 5. Revise ADA text 6. Add photos for Pavilion to slideshow 	\$60	\$60

Joshua Ellis
1910 Nanette Dr, Tallahassee, FL 32303
850.274.8265

SUBTOTAL	\$1200
DEPOSIT	\$500
<hr/>	
TOTAL DUE BY DATE	\$700

This quote is valid for 30 days. Thank you for your business!

4B

CONTRACT FOR WEBSITE SERVICES

This Contract Agreement is made this 21st day of February, 2019, between the PINEY-Z COMMUNITY DEVELOPMENT DISTRICT ("Piney-Z"), 950 Piney-Z Plantation Road, Tallahassee, FL 32311, and JOSHUA ELLIS ("Contractor"), 1910 Nanette Drive, Tallahassee, FL 32303. Where in consideration of the following the parties agree:

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2. Warranties by Contractor

Contractor represents and warrants to Piney-Z that it has the experience and ability to perform the services required by this agreement; that it will perform said services in a professional and competent manner; and that it has the power to enter into and perform this agreement.

3. Independent Contractor

Contractor acknowledges that the services rendered under this agreement shall be solely as an independent contractor.

4. Non-Disclosure and Contact Person

Contractor agrees that, except as directed by Piney-Z, it will not at any time during or after the term of this agreement disclose any information about the website to other than Piney-Z's Board of Supervisors or staff. Contractor agrees that upon the termination of this agreement it will turn over to Piney-Z all documents, papers, and other matter in its possession or control that relate to Piney-Z. Contractor's contact person for services provided under this agreement shall be Piney-Z's CDD Manager.

5. Termination

This agreement may be terminated by either party with 30 days written notice.

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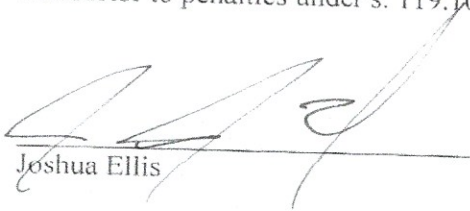
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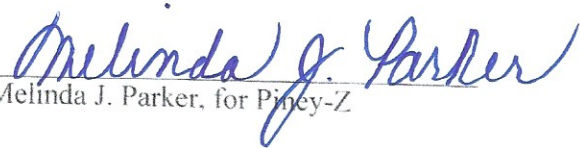
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- b. Upon request from the public agency's custodian of public records, provide the public agency with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in this chapter or as otherwise provided by law.
- c. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the contract if the contractor does not transfer the records to the public agency.
- d. Upon completion of the contract, transfer, at no cost, to the public agency all public records in possession of the contractor or keep and maintain public records required by the public agency to perform the service. If the contractor transfers all public records to the public agency upon completion of the contract, the contractor shall destroy any duplicate public records that are exempt or confidential and exempt for public records disclosure requirements. If the contractor keeps and maintains public records upon completion of the contract, the contractor shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the public agency, upon request from the public agency's custodian of public records, in a format that is compatible with the information technology systems of the public agency.

Failure to provide the public records to the public agency within a reasonable time may subject the contractor to penalties under s. 119.10 and s. 119.0701(4), Florida Statutes.


Joshua Ellis


Melinda J. Parker, for Piney-Z

Joshua Ellis
 1910 Nanette Dr, Tallahassee, FL 32303
 850.274.8265

QUOTE NO. 449

FEBRUARY 20, 2019

BILL TO	NOTES
PineyZ Community Development District 950 Piney-Z Plantation Rd, Tallahassee, FL 32311	<ul style="list-style-type: none"> Assumes access to <ul style="list-style-type: none"> Website Host Account w/FTP access Domain registrar & DNS host Includes <ul style="list-style-type: none"> WordPress Memory Limit Settings This quote remediates the items in the attached SECURITY REVIEW: PINEYZCDD.COM dated January 26, 2019

QTY (HRLY)	DESCRIPTION	UNIT PRICE	TOTAL
4	Backup, upgrade & configure Wordpress	\$60	\$240
1	Purchase & Register Theme	\$78 + \$30	\$108
8	Upgrade Theme & Plugins	\$60	\$480
1	Purchase and configure site to use HTTPS	\$135	\$135
1	Set up automatic backups or provide documentation on how to easily complete quarterly backups	\$60	\$60
SUBTOTAL			\$1023
DEPOSIT			\$500
TOTAL DUE BY DATE			\$523

This quote is valid for 30 days. Thank you for your business!

Joshua Ellis
 1910 Nanette Dr, Tallahassee, FL 32303
 850.274.8265

SECURITY REVIEW: PINEYZCDD.COM

JANUARY 26, 2019

SECURITY ITEM	RISK	REMEDATION
Wordpress is version 4.9.8	Upgrading WordPress is always a major task and not to be done lightly. Bug fixes are listed with the upgrade from WP4 to WP5, but Plugin and Theme compatibility is substantially more of a reason to keep WordPress upgraded. https://codex.wordpress.org/Upgrading_WordPress_Extended#Upgrading_Across_Multiple_Versions	Upgrade WordPress to v.5.0.3
Wordpress Memory Limit is set to 40Mb	The installed theme is recommended to run on much more than is allocated. Any major feature changes or upgrades may run into quality issues as the site starts slowing down	Enable the recommended 256Mb, at least
The installed Avada Theme is not registered with the vendor	An unregistered theme cannot be upgraded or get support service from the company who created it. If it breaks, a new theme must be installed.	Locate the purchase key for the Avada Theme OR repurchase the Aavada Theme and use the new key
Avada Theme is version 3.8.6.1 of 5.7	Bug fixes listed at: https://theme-fusion.com/documentation/avada/install-update/avada-changelog/	Upgrade to v. 5.7
Plugin: Gravity Forms is 2.3.2 of 2.4.5	Security enhancements are included with this upgrade	Upgrade Avada Theme and see if the included plugin is upgraded as well. IF NOT a purchase of Gravity Forms will be required to upgrade and apply the security enhancements.
Plugin: Slider Revolution is 4.6.93. of 5.4	Bug fixes listed at: https://www.themepunch.com/revslider-doc/changelog/	Upgrade to v. 5.4
Plugin: Layer Slider WP is v. 5.5.1 of 6.0.5	Bug fixes listed at https://layerslider.kreaturamedia.com/documentation/#release-log	Upgrade to v. 6.0.5
No SSL/TLS Security Certificate applied	The site is more susceptible to hacking without an SSL cert applied	Purchase and apply an SSL Certificate
Backup Status: None	If it were to go down, there is no available backups restore.	Set up automatic backups and retention holds with the hosting service.

Fifth Order of Business

**PINEY-Z
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Piney-Z Community Development District was held Monday, January 28, 2019 at 6:00 p.m. at the Piney-Z Plantation Lodge, 950 Piney-Z Plantation Road, Tallahassee, Florida.

Present and constituting a quorum were:

Gerry Cashin	Chairperson
Cheryl Hudson	Vice Chairperson
Ann Pincus	Assistant Secretary
Art Kirby	Assistant Secretary
Philip Wilcox	Assistant Secretary

Also present were:

Bob Nanni	District Manager / Secretary
M. Christopher Lyon	District Legal Counsel
Melinda Parker	CDD Manager
Rick Evans	Buildings & Grounds Manager
Residents	

The following is a summary of the discussions and actions taken at the January 28, 2019 Piney-Z Community Development District's Board of Supervisors meeting.

FIRST ORDER OF BUSINESS

Roll Call

Ms. Cashin called the meeting to order at 6:00 p.m., and Mr. Nanni called the roll.

SECOND ORDER OF BUSINESS

Pledge of Allegiance

The Pledge of Allegiance was recited.

THIRD ORDER OF BUSINESS

Organizational Matters

A. Oath of Office of Newly Elected Supervisor - Cheryl Hudson)

- Mr. Nanni, being a Notary Public of the State of Florida, administered the oath of office to Ms. Hudson; copy of the signed oath is attached hereto and made a part of the public record.
- Ms. Hudson noted there have been no changes in her contact information.
- Ms. Hudson has declined payment for meetings.

A. Election of Officers -Resolution 2019-1

- Mr. Nanni outlined Resolution 2019-1 - Election of Officers.

On MOTION by Ms. Hudson seconded by Ms. Pincus, with all in favor, Resolution 2019-1 with officers to remain the same, was adopted.

- Ms. Cashin noted she would like to add to the agenda at this point a presentation by the ADA website folks, Mr. Joshua Ellis and Ms. Abby Dunn.
- Mr. Ellis noted Ms. Dunn was distributing some of the deliverables from the contract.
- Ms. Parker inquired if Mr. Ellis can fix the items discussed.
 - Mr. Ellis noted all are fixed with the exception of the security issues. Mr. Kirby inquired if Mr. Ellis would, could or is willing to make the recommended fixes? Is he willing to fix what he is pointing out, security-wise?
 - Mr. Ellis noted absolutely; the security concerns he can fix addressing all of them,
- Mr. Lyon inquired if anything can be done about the inaccessible pdfs?
 - Mr. Ellis indicated there can be, with a professional version of Adobe Acrobat.
 - Discussion followed on the documents needing remediation.
- Mr. Lyon addressed a notation regarding ‘Delete Content’ noting one of the bullets that appears to be “delete content” is ‘Ethics/Retirement’. This is one of the statutory requirements that has to be on a District’s website, a link to the District’s Code of Ethics. If the District does not have its own Code of Ethics a link to the State Code of Ethics, on the State Ethics Commission webpage is required.
 - Ms. Parker noted the revision was made on the second submission regarding Ethics.
- Discussion followed on leaving older minutes on the website so long as they are accessible.
 - Ms. Dunn suggested Ms. Parker review the pdfs to see if any can be removed.

Mr. Kirby MOVED to seek from Mr. Ellis a second proposal to address the outstanding items identified and, under the supervision of Ms. Parker if anything else comes up within a reasonable scope, to move forward with the remediation. Seconded by Ms. Hudson.

- Mr. Lyon suggested modifying the motion to change RFP to proposal.

The MOTION was approved, as amended, with votes as follows:
Cheryl Hudson – Aye
Ann Pincus – Aye
Philip Wilcox – Aye
Art Kirby – Aye
Gerry Cashin – Aye

FOURTH ORDER OF BUSINESS

Audience Comments & Supervisor Response(s)

There being none, the next item followed.

FIFTH ORDER OF BUSINESS

Approval of Minutes of the November 26, 2018 Meeting

- Ms. Cashin edits:
 - Page 2 – Sixth Order of Business – first bullet – Include “Statement of Chair Gerry Cashin”.
 - Page 8 – The motion box needs to reflect the motion made by Mr. Kirby.
 - Update on Motion Approving Staff Bonuses for FY 2018 – remove “for FY 2018”.

TENTH ORDER OF BUSINESS

Old Business

- Discussion followed on ADA Site Compliance email, with the consensus of the Board being no response is needed at this time.
- Mr. Lyon addressed the edit for the Page 8 motion box, noting he does not think they should delete it without checking the recording.

Ms. Pincus MOVED to approve the November 26, 2018 meeting minutes, as amended, and Mr. Wilcox seconded the motion.

- Discussion followed on Ms. Hudson's abstaining from the vote because she did not attend the November meeting with it being noted she cannot abstain from a vote without there being a conflict of interest declared and a Form 8B filed.

The MOTION was approved, as amended, with votes as follows:
Cheryl Hudson – Aye
Ann Pincus – Aye
Philip Wilcox – Aye
Art Kirby – Aye
Gerry Cashin – Aye

SIXTH ORDER OF BUSINESS

Acceptance of the November and December, 2018 Financial Statements and Approval of the Check Registers and Invoices

Ms. Hudson MOVED to approve the financial statements for November and December, check registers and invoices, and Ms. Pincus seconded the motion.

The MOTION was approved, with all votes as follows:
Cheryl Hudson – Aye
Ann Pincus – Aye
Philip Wilcox – Aye
Art Kirby – Aye
Gerry Cashin – Aye

SEVENTH ORDER OF BUSINESS

CDD Manager's Report

- Ms. Parker noted there were some additions since she submitted her report:
 - The pool will open, weather permitting, on April 20th and close on October 13th.
 - She would like to make slight amendments to the waiver that she will provide to Mr. Lyon for his approval.

- She and Mr. Evans are fully supportive of the change the Board made last year from lifeguards to pool attendants. It worked very well and is the way they intend to hire again this year.
 - The vandalized slide was replaced last Thursday.
 - When the asphalt was being done Mr. Evans noted the stepping stones down to the driveway were an accident waiting to happen, so they were removed and the area asphalted. They will get pricing for a railing.
 - Mr. Kirby requested they look into solar pathway lights for this area.
 - Ms. Parker noted there was a typo on her report – both handrails on the pergola were replaced, not just one.
- Mr. Wilcox inquired if there is a breakdown of the pavilion rental fees versus the clubhouse rental fees.
 - Ms. Hudson noted it is in the financials; it is agenda Page 36.
 - Ms. Parker outlined the events held last year and noted she would provide it to Mr. Wilcox.
- Ms. Parker continued:
 - She reported she is getting ready to destroy records again, primarily from 2013, and all within the retention guidelines schedule.
 - She hopes to have the gutter bids for the pavilion for the March meeting. They have to work through the bids received for two different types of gutters.
 - Ms. Parker noted they have a pool attendant willing to help take out some invasive plants, and requested approval to pay between \$300 to \$400 for non-pool related work around the property.
- Mr. Wilcox inquired if the persons would be covered by Workers' Compensation?
 - Ms. Parker noted they are already employees of the District.

On MOTION by Ms. Hudson seconded by Mr. Kirby, authorizing Payroll – Other at \$600 for additional work by current pool staff, was approved, with votes as follows:

Cheryl Hudson – Aye

Ann Pincus – Aye

Philip Wilcox – Aye

Art Kirby – Aye

Gerry Cashin – Aye

- Ms. Pincus addressed the landscaping contracted to S&R noting she has noticed that during the summer the playground and pool were overgrown. Since they are not fulfilling their contract have we looked into hiring another company. I would recommend that we do.
 - Ms. Cashin suggested putting it out for bid.
 - Discussion followed on getting proposals with Ms. Parker noting the costs will be more than they are currently paying.
 - Mr. Kirby noted he would like to see some pest control added to the landscape proposal to try to mitigate some of the ants and mosquitos.
 - Mr. Evans noted he is constantly treating fire ant mounds. He suggested their current pest control company may treat these type of outdoor issues.
- Ms. Parker noted, for March, they are looking at lawn care and gutter proposals and the draft budget for FY 2020.
- Ms. Cashin outlined the budget process for March, May and July.

EIGHTH ORDER OF BUSINESS

District Manager's Report

A. Ratification of Audit Engagement for FY 2018 Audit

On MOTION by Mr. Kirby seconded by Ms. Hudson, the audit engagement of Berger, Toombs in the amount of 3,150, was ratified, with votes as follows:

Cheryl Hudson – Aye

Ann Pincus – Aye

Philip Wilcox – Aye

Art Kirby – Aye

Gerry Cashin – Aye

NINTH ORDER OF BUSINESS

District Attorney's Report

- Mr. Lyon noted he has nothing to report unless they have something for him.

TENTH ORDER OF BUSINESS

Old Business (continued)

A. Staff Bonuses

- Mr. Kirby asked procedurally what do they need to do.
 - Ms. Cashin noted she believes they need to adopt some criteria.
 - Mr. Lyon noted he thought they had done so at the last meeting.
 - The timeline for the asphalt project was reviewed.

On MOTION by Ms. Hudson seconded by Mr. Wilcox, to award staff bonuses to Ms. Parker and Mr. Evans based upon adopted policy related to performance on the asphalt project at \$2,500 each, was approved, with votes as follows:

Cheryl Hudson – Aye

Ann Pincus – Aye

Philip Wilcox – Aye

Art Kirby – Aye

Gerry Cashin – Aye

B. Remediation of Website - ADA Requirements

Previously addressed.

C. Repaving of Parking Lots

- Ms. Parker reported the cure period ends on April 17th; the main concern is the seaming and how much it will “calm down” in warmer weather with increased traffic.
- Additional 60 tons of asphalt was needed to pave the lots properly, at no cost.
- Mr. Kirby inquired if would be prudent to write Mr. Kelly a thank you for the well done project.
 - Ms. Cashin noted that would be good.
 - Ms. Hudson inquired if it is appropriate.
 - Mr. Lyon noted it is.
 - Mr. Evans requested they wait until after the cure period and to see if the seams come down.

ELEVENTH ORDER OF BUSINESS

New Business

A. Approval to Spend Mulch Reserves (\$3,250)

- Ms. Parker reported the playground is in desperate need of mulching. They asked for three bids and have two. The third company is S&R and they declined to bid. The bids also include the pathways.
 - Heinz Nurseries for \$3,844
 - Rainbow Outdoor Services for \$3,630
- Ms. Pincus inquired if they have used Rainbow before.
 - Ms. Parker noted they do work frequently.

On MOTION by Ms. Hudson seconded by Ms. Pincus, to spend the mulch reserves of \$3,250, was approved, with votes as follows:

Cheryl Hudson – Aye

Ann Pincus – Aye

Philip Wilcox – Aye

Art Kirby – Aye

Gerry Cashin – Aye

On MOTION by Mr. Kirby seconded by Ms. Hudson, to accept the proposal from Rainbow Outdoor Services for mulch in the amount of \$3,630, was approved, with votes as follows:

Cheryl Hudson – Aye

Ann Pincus – Aye

Philip Wilcox – Aye

Art Kirby – Aye

Gerry Cashin – Aye

- Ms. Parker requested a motion to transfer the remaining \$305 from the Asphalt Reserves to the General Amenity Reserve.

On MOTION by Mr. Kirby seconded by Mr. Wilcox, to transfer \$305 from the Asphalt Reserves to the General Amenity Reserve, was approved, with votes as follows:

Cheryl Hudson – Aye

Ann Pincus – Aye

Philip Wilcox – Aye

Art Kirby – Aye

Gerry Cashin – Aye

- B. Approval of 2018 Wear and Tear Reserve (\$8,392.52)**
- Ms. Parker requested \$8,392.52 for wear and tear be placed in the General Amenity Reserves.

On MOTION by Ms. Hudson seconded by Ms. Pincus, wear and tear in the amount of \$8,392.52, were approved, with votes as follows:
Cheryl Hudson – Aye
Ann Pincus – Aye
Philip Wilcox – Aye
Art Kirby – Aye
Gerry Cashin – Aye

TWELFTH ORDER OF BUSINESS

Discussion Topics

There being none, the next item followed.

THIRTEENTH ORDER OF BUSINESS

Supervisor Requests

- Ms. Pincus stated she feels the decorum at the meetings is very much improved.

FOURTEENTH ORDER OF BUSINESS

Adjournment

There being no further business,

On MOTION by Ms. Pincus seconded by Mr. Wilcox, with all in favor, the meeting was adjourned at 7:40 p.m.

Bob Nanni
Secretary

Geraldine Cashin
Chair

Sixth Order of Business

PINEY-Z

Community Development District

Financial Report

January 31, 2019

Prepared by



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Statement of Revenues, Expenditures and Changes in Fund Balance	
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PINEY-Z

Community Development District

Financial Statements

(Unaudited)

January 31, 2019

Balance Sheet
January 31, 2019

ACCOUNT DESCRIPTION	GENERAL FUND	SERIES 2002 DEBT SERVICE FUND	SERIES 2008 DEBT SERVICE FUND	TOTAL
<u>ASSETS</u>				
Cash - Checking Account	\$ 57,055	\$ -	\$ -	\$ 57,055
Cash On Hand/Petty Cash	250	-	-	250
Investments:				
Money Market Account	471,408	-	-	471,408
Prepayment Account	-	1,500	1	1,501
Redemption Fund	-	649	-	649
Reserve Fund	-	3,000	-	3,000
Revenue Fund	-	55,854	198,387	254,241
Prepaid Items	4,020	-	-	4,020
TOTAL ASSETS	\$ 532,733	\$ 61,003	\$ 198,388	\$ 792,124
<u>LIABILITIES</u>				
Accounts Payable	\$ 3,996	\$ -	\$ -	\$ 3,996
Accrued Expenses	2,280	-	-	2,280
TOTAL LIABILITIES	6,276	-	-	6,276

Balance Sheet
January 31, 2019

ACCOUNT DESCRIPTION	GENERAL FUND	SERIES 2002 DEBT SERVICE FUND	SERIES 2008 DEBT SERVICE FUND	TOTAL
<u>FUND BALANCES</u>				
Nonspendable:				
Prepaid Items	4,020	-	-	4,020
Restricted for:				
Debt Service	-	61,003	198,388	259,391
Assigned to:				
Operating Reserves	100,459	-	-	100,459
Reserves - CDD Amenity	57,304	-	-	57,304
Reserves-Lodge	7,050	-	-	7,050
Reserve-Mulch	3,250	-	-	3,250
Reserves - Park	8,500	-	-	8,500
Reserves-Pool Equipment	4,170	-	-	4,170
Reserves-Pool Filters	1,000	-	-	1,000
Reserves-Pool Pumps	8,000	-	-	8,000
Unassigned:	332,704	-	-	332,704
TOTAL FUND BALANCES	\$ 526,457	\$ 61,003	\$ 198,388	\$ 785,848
TOTAL LIABILITIES & FUND BALANCES	\$ 532,733	\$ 61,003	\$ 198,388	\$ 792,124

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending January 31, 2019

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
<u>REVENUES</u>				
Interest - Investments	\$ 1,000	\$ 333	\$ 789	\$ 456
Special Assmnts- Tax Collector	394,707	374,968	368,494	(6,474)
Special Assmnts- Discounts	(15,788)	(14,998)	(14,241)	757
Settlements	8,481	8,481	8,480	(1)
Other Miscellaneous Revenues	130	43	265	222
Access Cards	540	180	72	(108)
Pavilion Rental	400	133	760	627
Lodge Rental	13,500	4,500	9,550	5,050
TOTAL REVENUES	402,970	373,640	374,169	529
<u>EXPENDITURES</u>				
<u>Administration</u>				
P/R-Board of Supervisors	9,000	3,000	600	2,400
FICA Taxes	689	230	46	184
ProfServ-Legal Services	24,000	8,000	8,000	-
ProfServ-Mgmt Consulting Serv	44,775	14,925	14,925	-
ProfServ-Special Assessment	4,637	4,637	4,637	-
Auditing Services	3,150	-	-	-
Postage and Freight	150	50	70	(20)
Insurance - General Liability	11,795	5,898	4,653	1,245
Printing and Binding	200	67	116	(49)
Legal Advertising	1,200	400	-	400
Miscellaneous Services	150	50	68	(18)
Misc-Assessmnt Collection Cost	11,841	11,249	10,628	621
Misc-Contingency	115	38	-	38
Office Supplies	250	83	-	83
Annual District Filing Fee	175	175	175	-
Total Administration	112,127	48,802	43,918	4,884
<u>Field</u>				
Contr-Landscape-Amenities Area	14,452	4,817	3,618	1,199
R&M-Trees and Trimming	3,000	1,000	-	1,000
Misc-Contingency	4,000	1,333	-	1,333
Total Field	21,452	7,150	3,618	3,532

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending January 31, 2019

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
<u>Parks and Recreation - General</u>				
Payroll-Maintenance	6,495	2,165	2,498	(333)
Payroll-Administrative	47,262	15,754	15,455	299
FICA Taxes	4,112	1,371	1,373	(2)
Workers' Compensation	3,747	1,874	1,811	63
Contracts-Janitorial Services	2,340	780	760	20
Contracts-Security Services	1,480	493	390	103
Contracts-Fire Exting. Insp.	350	117	-	117
Contract-Copier Maintenance	100	33	28	5
Contract-Dumpster Rental	312	104	104	-
Contracts-Pest Control	498	166	73	93
Contracts-Fire Insp Sprinkler System	300	-	-	-
Contract-Website Hosting	97	32	-	32
Communication - Teleph - Field	100	33	-	33
Postage and Freight	50	17	-	17
Utility - General	16,500	5,500	4,219	1,281
Utility - Other	3,520	1,173	911	262
Electricity - Streetlighting	1,500	500	436	64
Utility - Irrigation	3,000	1,000	571	429
Utility - Refuse Removal	1,200	400	391	9
R&M-General	3,000	1,000	461	539
R&M-Electrical	400	133	14	119
R&M-Roof	300	100	-	100
R&M-Fire Equipment	100	33	-	33
R&M-Flooring	1,360	453	-	453
R&M-Plumbing	250	83	66	17
Misc-Contingency	3,000	1,000	-	1,000
Misc-Information Technology	886	295	988	(693)
Misc-Mileage Reimbursement	450	150	89	61
Office Supplies	2,000	667	326	341
Supplies-Cleaning & Paper	400	133	88	45
Subscriptions and Memberships	1,000	333	-	333
Total Parks and Recreation - General	106,109	35,892	31,052	4,840

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending January 31, 2019

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
<u>Swimming Pool</u>				
Payroll-Maintenance	15,154	5,051	1,868	3,183
Payroll-Administrative	6,752	2,251	2,078	173
Payroll-Pool Attendants	22,022	7,341	1,227	6,114
FICA Taxes	3,360	1,120	396	724
Communication - Teleph - Field	715	238	211	27
R&M-General	500	167	-	167
R&M-Electrical	200	67	-	67
R&M-Pools	1,000	333	-	333
Misc-Licenses & Permits	250	-	-	-
Misc-Contingency	3,000	1,000	11	989
Op Supplies - Pool Chemicals	3,275	1,092	-	1,092
Reserves-Pool Pumps	4,700	-	-	-
Total Swimming Pool	60,928	18,660	5,791	12,869
<u>Fitness Center</u>				
Payroll-Maintenance	2,165	722	607	115
Payroll-Administrative	6,751	2,250	1,039	1,211
FICA Taxes	682	227	126	101
Contracts-Janitorial Services	1,560	520	560	(40)
Contracts-Fitness Equipment	1,200	400	400	-
Contracts-Pest Control	215	72	36	36
R&M-General	400	133	-	133
R&M-Electrical	150	50	-	50
R&M-Equipment	1,500	500	-	500
Misc-Contingency	750	250	-	250
Supplies-Cleaning & Paper	750	250	79	171
Total Fitness Center	16,123	5,374	2,847	2,527

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending January 31, 2019

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
<u>Park & Grounds</u>				
Payroll-Maintenance	19,484	6,495	8,802	(2,307)
Payroll-Administrative	6,752	2,251	2,078	173
FICA Taxes	2,007	669	832	(163)
Contracts-Janitorial Services	1,300	433	160	273
Contracts-Roof	145	48	-	48
Contracts-Pest Control	325	108	36	72
R&M-General	1,750	583	628	(45)
R&M-Electrical	400	133	-	133
R&M-Irrigation	1,250	417	-	417
R&M-Vegetation Removal	6,000	2,000	-	2,000
R&M-Backflow Inspection	316	105	-	105
Misc-Hurricane Expense	-	-	2,350	(2,350)
Misc-Contingency	2,000	667	428	239
Supplies-Cleaning & Paper	225	75	58	17
Non-Capitalized New Equipment	3,000	-	-	-
Reserve-Gutters	4,250	-	-	-
Reserve-Mulch	2,250	-	-	-
Reserve - Parking Lot	29,000	-	44,695	(44,695)
Total Park & Grounds	80,454	13,984	60,067	(46,083)
<u>Reserves</u>				
Reserve - CDD Amenity	5,777	-	-	-
Total Reserves	5,777	-	-	-
TOTAL EXPENDITURES & RESERVES	402,970	129,862	147,293	(17,431)
Excess (deficiency) of revenues				
Over (under) expenditures	-	243,778	226,876	(16,902)
Net change in fund balance	\$ -	\$ 243,778	\$ 226,876	\$ (16,902)
FUND BALANCE, BEGINNING (OCT 1, 2018)	299,581	299,581	299,581	
FUND BALANCE, ENDING	\$ 299,581	\$ 543,359	\$ 526,457	

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending January 31, 2019

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
<u>REVENUES</u>				
Interest - Investments	\$ 50	\$ 16	\$ 17	\$ 1
Special Assmnts- Tax Collector	55,899	53,103	52,190	(913)
Special Assmnts- Discounts	(2,236)	(2,124)	(2,017)	107
TOTAL REVENUES	53,713	50,995	50,190	(805)
<u>EXPENDITURES</u>				
<u>Administration</u>				
ProfServ-Trustee Fees	3,502	-	-	-
Misc-Assessmnt Collection Cost	1,677	1,593	1,505	88
Total Administration	5,179	1,593	1,505	88
<u>Debt Service</u>				
Principal Debt Retirement	60,000	-	-	-
Principal Prepayments	-	-	5,000	(5,000)
Interest Expense	3,000	1,500	1,500	-
Total Debt Service	63,000	1,500	6,500	(5,000)
TOTAL EXPENDITURES	68,179	3,093	8,005	(4,912)
Excess (deficiency) of revenues				
Over (under) expenditures	(14,466)	47,902	42,185	(5,717)
<u>OTHER FINANCING SOURCES (USES)</u>				
Contribution to (Use of) Fund Balance	(14,466)	-	-	-
TOTAL FINANCING SOURCES (USES)	(14,466)	-	-	-
Net change in fund balance	\$ (14,466)	\$ 47,902	\$ 42,185	\$ (5,717)
FUND BALANCE, BEGINNING (OCT 1, 2018)	18,818	18,818	18,818	
FUND BALANCE, ENDING	\$ 4,352	\$ 66,720	\$ 61,003	

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending January 31, 2019

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
<u>REVENUES</u>				
Interest - Investments	\$ 100	\$ 33	\$ 133	\$ 100
Special Assmnts- Tax Collector	82,500	78,374	77,021	(1,353)
Special Assmnts- Discounts	(3,300)	(3,135)	(2,977)	158
TOTAL REVENUES	79,300	75,272	74,177	(1,095)
<u>EXPENDITURES</u>				
<u>Administration</u>				
ProfServ-Dissemination Agent	1,000	-	-	-
ProfServ-Trustee Fees	4,400	-	-	-
Misc-Assessmnt Collection Cost	2,475	2,351	2,221	130
Total Administration	7,875	2,351	2,221	130
<u>Debt Service</u>				
Principal Debt Retirement	185,000	-	-	-
Interest Expense	7,863	3,932	3,931	1
Total Debt Service	192,863	3,932	3,931	1
TOTAL EXPENDITURES	200,738	6,283	6,152	131
Excess (deficiency) of revenues				
Over (under) expenditures	(121,438)	68,989	68,025	(964)
<u>OTHER FINANCING SOURCES (USES)</u>				
Contribution to (Use of) Fund Balance	(121,438)	-	-	-
TOTAL FINANCING SOURCES (USES)	(121,438)	-	-	-
Net change in fund balance	\$ (121,438)	\$ 68,989	\$ 68,025	\$ (964)
FUND BALANCE, BEGINNING (OCT 1, 2018)	130,363	130,363	130,363	
FUND BALANCE, ENDING	\$ 8,925	\$ 199,352	\$ 198,388	

MEMORANDUM

TO: Board of Supervisors, Piney-Z CDD
FROM: Sonia Rowley, District Accountant
CC: Bob Nanni, District Manager
DATE: March 6, 2019
SUBJECT: February Financials

Please find attached the February 2019 financial report. During your review, please keep in mind that the goals for revenues are to meet or exceed the year-to-date budget and for expenditures to be at or below the year-to-date budget. Should you have any questions or require additional information, please do not hesitate to contact me at sonia.rowley@inframark.com.

General Fund**Liabilities**

- Due to/Due From - are for debt service assessments owed by the General Fund.

Fund Balance

- Assigned Reserves: The balances have been adjusted to reflect the new total of \$189,733
- Unassigned Balance: Represents the General Fund in excess of nonspendable, restricted, committed and assigned fund balance.

Total Revenues for the General Fund were at 95% of adopted budget.

- The YTD Non-Ad Valorem assessments collections are at 95%.

Total Expenditures through February were at a favorable 43% of adopted budget.

- Parks & Recreation - Payroll-Maintenance
 - ▶ Includes \$2,500 bonus paid to Rick Evans.
- Parks & Recreation - Payroll-Administrative
 - ▶ Includes \$2,500 bonus paid to Melinda Parker.
- Hurricane Expense
 - ▶ \$1,350 paid to S&R Landscape for storm clean up and \$1,000 to Millers Tree Service for tree removal.
- Reserve - Parking Lot
 - ▶ \$44,695 paid to Jack Kelly Services for asphalt repaving.

PINEY-Z

Community Development District

Financial Report

February 28, 2019

Prepared by



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PINEY-Z

Community Development District

Financial Statements

(Unaudited)

February 28, 2019

Balance Sheet
February 28, 2019

ACCOUNT DESCRIPTION	GENERAL FUND	SERIES 2002 DEBT SERVICE FUND	SERIES 2008 DEBT SERVICE FUND	TOTAL
<u>ASSETS</u>				
Cash - Checking Account	\$ 87,147	\$ -	\$ -	\$ 87,147
Cash On Hand/Petty Cash	250	-	-	250
Accounts Receivable	181	-	-	181
Due From Other Funds	-	842	1,243	2,085
Investments:				
Money Market Account	431,688	-	-	431,688
Prepayment Account	-	1,500	1	1,501
Redemption Fund	-	650	-	650
Reserve Fund	-	3,000	-	3,000
Revenue Fund	-	55,863	198,429	254,292
Prepaid Items	292	-	-	292
TOTAL ASSETS	\$ 519,558	\$ 61,855	\$ 199,673	\$ 781,086
<u>LIABILITIES</u>				
Accounts Payable	\$ 4,592	\$ -	\$ -	\$ 4,592
Accrued Expenses	4,337	-	-	4,337
Due To Other Funds	2,085	-	-	2,085
TOTAL LIABILITIES	11,014	-	-	11,014

Balance Sheet
February 28, 2019

ACCOUNT DESCRIPTION	GENERAL FUND	SERIES 2002 DEBT SERVICE FUND	SERIES 2008 DEBT SERVICE FUND	TOTAL
<u>FUND BALANCES</u>				
Nonspendable:				
Prepaid Items	292	-	-	292
Restricted for:				
Debt Service	-	61,855	199,673	261,528
Assigned to:				
Operating Reserves	100,459	-	-	100,459
Reserves - CDD Amenity	57,304	-	-	57,304
Reserves-Lodge	7,050	-	-	7,050
Reserve-Mulch	3,250	-	-	3,250
Reserves - Park	8,500	-	-	8,500
Reserves-Pool Equipment	4,170	-	-	4,170
Reserves-Pool Filters	1,000	-	-	1,000
Reserves-Pool Pumps	8,000	-	-	8,000
Unassigned:	318,519	-	-	318,519
TOTAL FUND BALANCES	\$ 508,544	\$ 61,855	\$ 199,673	\$ 770,072
TOTAL LIABILITIES & FUND BALANCES	\$ 519,558	\$ 61,855	\$ 199,673	\$ 781,086

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending February 28, 2019

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
<u>REVENUES</u>				
Interest - Investments	\$ 1,000	\$ 416	\$ 1,069	\$ 653
Interest - Tax Collector	-	-	548	548
Special Assmnts- Tax Collector	394,707	379,314	374,744	(4,570)
Special Assmnts- Discounts	(15,788)	(15,172)	(14,362)	810
Settlements	8,481	8,481	8,480	(1)
Other Miscellaneous Revenues	130	54	265	211
Access Cards	540	225	99	(126)
Pavilion Rental	400	167	840	673
Lodge Rental	13,500	5,625	10,765	5,140
TOTAL REVENUES	402,970	379,110	382,448	3,338
<u>EXPENDITURES</u>				
<u>Administration</u>				
P/R-Board of Supervisors	9,000	3,750	1,200	2,550
FICA Taxes	689	287	92	195
ProfServ-Legal Services	24,000	10,000	10,000	-
ProfServ-Mgmt Consulting Serv	44,775	18,656	18,656	-
ProfServ-Special Assessment	4,637	4,637	4,637	-
Auditing Services	3,150	-	-	-
Postage and Freight	150	63	103	(40)
Insurance - General Liability	11,795	5,898	4,653	1,245
Printing and Binding	200	83	116	(33)
Legal Advertising	1,200	500	-	500
Miscellaneous Services	150	62	82	(20)
Misc-Assessmnt Collection Cost	11,841	11,379	10,811	568
Misc-Contingency	115	48	-	48
Office Supplies	250	104	-	104
Annual District Filing Fee	175	175	175	-
Total Administration	112,127	55,642	50,525	5,117
<u>Field</u>				
Contr-Landscape-Amenities Area	14,452	6,022	4,422	1,600
R&M-Trees and Trimming	3,000	1,250	-	1,250
Misc-Contingency	4,000	1,667	-	1,667
Total Field	21,452	8,939	4,422	4,517

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending February 28, 2019

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
<u>Parks and Recreation - General</u>				
Payroll-Maintenance	6,495	2,706	5,355	(2,649)
Payroll-Administrative	47,262	19,693	21,851	(2,158)
FICA Taxes	4,112	1,713	2,081	(368)
Workers' Compensation	3,747	1,874	1,811	63
Contracts-Janitorial Services	2,340	975	950	25
Contracts-Security Services	1,480	617	390	227
Contracts-Fire Exting. Insp.	350	146	175	(29)
Contract-Copier Maintenance	100	42	29	13
Contract-Dumpster Rental	312	130	130	-
Contracts-Pest Control	498	208	145	63
Contracts-Fire Insp Sprinkler System	300	-	-	-
Contract-Website Hosting	97	40	-	40
Communication - Teleph - Field	100	41	-	41
Postage and Freight	50	21	-	21
Utility - General	16,500	6,875	5,419	1,456
Utility - Other	3,520	1,467	1,172	295
Electricity - Streetlighting	1,500	625	543	82
Utility - Irrigation	3,000	1,250	771	479
Utility - Refuse Removal	1,200	500	486	14
R&M-General	3,000	1,250	461	789
R&M-Electrical	400	167	14	153
R&M-Roof	300	125	-	125
R&M-Fire Equipment	100	42	-	42
R&M-Flooring	1,360	567	-	567
R&M-Plumbing	250	104	66	38
Misc-Contingency	3,000	1,250	-	1,250
Misc-Information Technology	886	369	1,988	(1,619)
Misc-Mileage Reimbursement	450	188	126	62
Office Supplies	2,000	833	326	507
Supplies-Cleaning & Paper	400	167	107	60
Subscriptions and Memberships	1,000	417	-	417
Total Parks and Recreation - General	106,109	44,402	44,396	6

Statement of Revenues, Expenditures and Changes in Fund Balances

For the Period Ending February 28, 2019

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
<u>Swimming Pool</u>				
Payroll-Maintenance	15,154	6,314	2,629	3,685
Payroll-Administrative	6,752	2,813	2,598	215
Payroll-Pool Attendants	22,022	9,176	1,227	7,949
FICA Taxes	3,360	1,400	494	906
Communication - Teleph - Field	715	298	265	33
R&M-General	500	208	11	197
R&M-Electrical	200	83	-	83
R&M-Pools	1,000	417	-	417
Misc-Licenses & Permits	250	-	-	-
Misc-Contingency	3,000	1,250	11	1,239
Op Supplies - Pool Chemicals	3,275	1,365	26	1,339
Reserves-Pool Pumps	4,700	-	-	-
Total Swimming Pool	60,928	23,324	7,261	16,063
<u>Fitness Center</u>				
Payroll-Maintenance	2,165	902	726	176
Payroll-Administrative	6,751	2,813	1,299	1,514
FICA Taxes	682	284	155	129
Contracts-Janitorial Services	1,560	650	760	(110)
Contracts-Fitness Equipment	1,200	500	500	-
Contracts-Pest Control	215	90	73	17
R&M-General	400	167	-	167
R&M-Electrical	150	63	-	63
R&M-Equipment	1,500	625	55	570
Misc-Contingency	750	313	-	313
Supplies-Cleaning & Paper	750	313	217	96
Total Fitness Center	16,123	6,720	3,785	2,935

Statement of Revenues, Expenditures and Changes in Fund Balances

For the Period Ending February 28, 2019

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
<u>Park & Grounds</u>				
Payroll-Maintenance	19,484	8,118	10,943	(2,825)
Payroll-Administrative	6,752	2,813	2,598	215
FICA Taxes	2,007	836	1,036	(200)
Contracts-Janitorial Services	1,300	542	190	352
Contracts-Roof	145	60	-	60
Contracts-Pest Control	325	135	73	62
R&M-General	1,750	729	683	46
R&M-Electrical	400	167	-	167
R&M-Irrigation	1,250	521	-	521
R&M-Vegetation Removal	6,000	2,500	-	2,500
R&M-Backflow Inspection	316	132	-	132
Misc-Hurricane Expense	-	-	2,350	(2,350)
Misc-Contingency	2,000	833	470	363
Supplies-Cleaning & Paper	225	94	58	36
Non-Capitalized New Equipment	3,000	-	-	-
Reserve-Gutters	4,250	-	-	-
Reserve-Mulch	2,250	-	-	-
Reserve - Parking Lot	29,000	-	44,695	(44,695)
Total Park & Grounds	80,454	17,480	63,096	(45,616)
<u>Reserves</u>				
Reserve - CDD Amenity	5,777	-	-	-
Total Reserves	5,777	-	-	-
TOTAL EXPENDITURES & RESERVES	402,970	156,507	173,485	(16,978)
Excess (deficiency) of revenues				
Over (under) expenditures	-	222,603	208,963	(13,640)
Net change in fund balance	\$ -	\$ 222,603	\$ 208,963	\$ (13,640)
FUND BALANCE, BEGINNING (OCT 1, 2018)	299,581	299,581	299,581	
FUND BALANCE, ENDING	\$ 299,581	\$ 522,184	\$ 508,544	

Statement of Revenues, Expenditures and Changes in Fund Balances

For the Period Ending February 28, 2019

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
<u>REVENUES</u>				
Interest - Investments	\$ 50	\$ 20	\$ 26	\$ 6
Special Assmnts- Tax Collector	55,899	53,719	53,076	(643)
Special Assmnts- Discounts	(2,236)	(2,149)	(2,034)	115
TOTAL REVENUES	53,713	51,590	51,068	(522)
<u>EXPENDITURES</u>				
<u>Administration</u>				
ProfServ-Trustee Fees	3,502	-	-	-
Misc-Assessmnt Collection Cost	1,677	1,611	1,531	80
Total Administration	5,179	1,611	1,531	80
<u>Debt Service</u>				
Principal Debt Retirement	60,000	-	-	-
Principal Prepayments	-	-	5,000	(5,000)
Interest Expense	3,000	1,500	1,500	-
Total Debt Service	63,000	1,500	6,500	(5,000)
TOTAL EXPENDITURES	68,179	3,111	8,031	(4,920)
Excess (deficiency) of revenues Over (under) expenditures	(14,466)	48,479	43,037	(5,442)
<u>OTHER FINANCING SOURCES (USES)</u>				
Contribution to (Use of) Fund Balance	(14,466)	-	-	-
TOTAL FINANCING SOURCES (USES)	(14,466)	-	-	-
Net change in fund balance	\$ (14,466)	\$ 48,479	\$ 43,037	\$ (5,442)
FUND BALANCE, BEGINNING (OCT 1, 2018)	18,818	18,818	18,818	
FUND BALANCE, ENDING	\$ 4,352	\$ 67,297	\$ 61,855	

Statement of Revenues, Expenditures and Changes in Fund Balances

For the Period Ending February 28, 2019

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
<u>REVENUES</u>				
Interest - Investments	\$ 100	\$ 41	\$ 175	\$ 134
Special Assmnts- Tax Collector	82,500	79,282	78,328	(954)
Special Assmnts- Discounts	(3,300)	(3,171)	(3,002)	169
TOTAL REVENUES	79,300	76,152	75,501	(651)
<u>EXPENDITURES</u>				
<u>Administration</u>				
ProfServ-Dissemination Agent	1,000	-	-	-
ProfServ-Trustee Fees	4,400	-	-	-
Misc-Assessmnt Collection Cost	2,475	2,378	2,260	118
Total Administration	7,875	2,378	2,260	118
<u>Debt Service</u>				
Principal Debt Retirement	185,000	-	-	-
Interest Expense	7,863	3,932	3,931	1
Total Debt Service	192,863	3,932	3,931	1
TOTAL EXPENDITURES	200,738	6,310	6,191	119
Excess (deficiency) of revenues Over (under) expenditures	(121,438)	69,842	69,310	(532)
<u>OTHER FINANCING SOURCES (USES)</u>				
Contribution to (Use of) Fund Balance	(121,438)	-	-	-
TOTAL FINANCING SOURCES (USES)	(121,438)	-	-	-
Net change in fund balance	\$ (121,438)	\$ 69,842	\$ 69,310	\$ (532)
FUND BALANCE, BEGINNING (OCT 1, 2018)	130,363	130,363	130,363	
FUND BALANCE, ENDING	\$ 8,925	\$ 200,205	\$ 199,673	

PINEY-Z

Community Development District

Supporting Schedules

February 28, 2019

**Non-Ad Valorem Special Assessments - Leon County Tax Collector
(Monthly Assessment Collection Distributions)
For the Fiscal Year Ending September 30, 2019**

					Allocation by Fund		
Date Received	Net Amount Received	Discount / (Penalties) Amount	Collection Cost	Gross Amount	General Fund	Series 2002 Debt Service Fund	Series 2008 Debt Service Fund
ASSESSMENTS LEVIED FY2019				\$ 533,109	\$ 394,706	\$ 55,903	\$ 82,500
Allocation %				100%	74%	10%	15%
11/14/18	\$ 2,757	\$ 115	\$ 85	\$ 2,957	\$ 2,189	\$ 310	\$ 458
11/29/18	\$ 30,609	\$ 1,275	\$ 947	\$ 32,831	\$ 24,308	\$ 3,443	\$ 5,081
12/13/18	\$ 406,027	\$ 16,918	\$ 12,558	\$ 435,502	\$ 322,440	\$ 45,668	\$ 67,395
12/20/18	\$ 15,085	\$ 629	\$ 467	\$ 16,181	\$ 11,980	\$ 1,697	\$ 2,504
01/23/19	\$ 9,639	\$ 298	\$ 298	\$ 10,235	\$ 7,578	\$ 1,073	\$ 1,584
02/21/19	\$ 8,029	\$ 164	\$ 248	\$ 8,442	\$ 6,250	\$ 885	\$ 1,306
TOTAL	\$ 472,146	\$ 19,399	\$ 14,602	\$ 506,147	\$ 374,744	\$ 53,076	\$ 78,328
% COLLECTED					95%	95%	95%
TOTAL OUTSTANDING				\$ 26,962	\$ 19,962	\$ 2,827	\$ 4,172

Cash and Investment Report

February 28, 2019

<u>Account Name</u>	<u>Bank Name</u>	<u>Investment Type</u>	<u>Yield</u>	<u>Balance</u>
GENERAL FUND				
Operating Checking Account	BB&T	Business checking	0.00%	\$87,147
Petty Cash	Petty Cash	Cash	0.00%	\$250
Public Funds Money Market Account	Centinnial Bank	Money Market Account	0.40%	\$431,688
			Subtotal	<u>\$519,085</u>
DEBT SERVICE FUNDS				
Series 2002 Prepayment Account	US Bank	Government Obligation Fund	0.00%	\$1,500
Series 2002 Redemption Account	US Bank	Government Obligation Fund	0.00%	\$650
Series 2002 Reserve Account	US Bank	US Bank Money Market	0.10%	\$3,000
Series 2002 Revenue Account	US Bank	Open-ended Commercial Paper	0.05%	\$55,863
Series 2008 Prepayment account	US Bank	Government Obligation Fund	0.00%	\$1
Series 2008 Revenue Account	US Bank	Open-ended Commercial Paper	0.05%	\$198,429
			Subtotal	<u>\$259,443</u>
			Total	<u><u>\$778,528</u></u>

Piney-Z CDD

Bank Reconciliation

Agenda Package #51

Bank Account No. 2471 BB&T - GF Checking
Statement No. 02-19
Statement Date 2/28/2019

G/L Balance (LCY)	87,147.34	Statement Balance	87,890.11
G/L Balance	87,147.34	Outstanding Deposits	0.00
Positive Adjustments	0.00		
		Subtotal	87,890.11
Subtotal	87,147.34	Outstanding Checks	742.77
Negative Adjustments	0.00	Differences	0.00
Ending G/L Balance	87,147.34	Ending Balance	87,147.34
Difference	0.00		

Posting Date	Document Type	Document No.	Description	Amount	Cleared Amount	Difference
Outstanding Checks						
12/12/2018	Payment	57228	CITY OF TALLAHASSEE	102.44	0.00	102.44
2/1/2019	Payment	57261	CHERYL M. HUDSON	180.53	0.00	180.53
2/21/2019	Payment	57274	COMCAST	230.94	0.00	230.94
2/27/2019	Payment	57280	CENTURYLINK	53.86	0.00	53.86
2/28/2019	Payment	57281	FIRE PROFESSIONALS OF TALLAHASSEE	175.00	0.00	175.00
Total Outstanding Checks.....				742.77		742.77

PINEY-Z
Community Development District

Payment Register by Bank Account
For the Period from 2/01/2019 to 2/28/2019
(Sorted by Check / ACH No.)

Pymt Type	Check / ACH No.	Date	Payee Type	Payee	Invoice No.	Payment Description	Invoice / GL Description	G/L Account #	Amount Paid
BB&T - GF CHECKING - (ACCT# XXXXX2471)									
Check	57261	02/01/19	Employee	CHERYL M. HUDSON	PAYROLL	February 01, 2019 Payroll Posting			\$180.53
Check	57262	02/01/19	Employee	PHILIP E. WILCOX	PAYROLL	February 01, 2019 Payroll Posting			\$184.70
Check	57263	02/05/19	Vendor	BB&T	012519-0985	PURCHASES 12/27-1/18/19	STAPLES-OFFICE SUPPLIES	001-551002-57201	\$209.94
Check	57263	02/05/19	Vendor	BB&T	012519-0985	PURCHASES 12/27-1/18/19	WAYFAIR-REPLACE SLIDE@ PLAYGROUND	001-549900-57240	\$299.99
Check	57263	02/05/19	Vendor	BB&T	012519-0985	PURCHASES 12/27-1/18/19	HOME DEPOT-PERGOLA HANDRAILS REPAIR/MATERIALS	001-546001-57240	\$23.26
Check	57263	02/05/19	Vendor	BB&T	012519-0985	PURCHASES 12/27-1/18/19	SAM'S CLUB-CLEANING	001-552083-57201	\$9.12
Check	57263	02/05/19	Vendor	BB&T	012519-0985	PURCHASES 12/27-1/18/19	SAM'S CLUB-CLEANING	001-552083-57214	\$18.10
Check	57263	02/05/19	Vendor	BB&T	012519-0985	PURCHASES 12/27-1/18/19	SAM'S CLUB-CLEANING	001-552083-57240	\$21.98
Check	57263	02/05/19	Vendor	BB&T	012519-0985	PURCHASES 12/27-1/18/19	HOME DEPOT-SPECTRACIDE	001-546001-57240	\$11.91
Check	57263	02/05/19	Vendor	BB&T	012519-0985	PURCHASES 12/27-1/18/19	HOME DEPOT-TP HOLDER PAVILION MENS	001-546001-57240	\$9.96
Check	57263	02/05/19	Vendor	BB&T	012519-0985	PURCHASES 12/27-1/18/19	HOME DEPOT-WINDOW SCRAPER BLADES	001-546001-57201	\$11.44
Check	57263	02/05/19	Vendor	BB&T	012519-0985	PURCHASES 12/27-1/18/19	HOME DEPOT-CLEANING	001-552083-57201	\$17.94
Check	57263	02/05/19	Vendor	BB&T	012519-0985	PURCHASES 12/27-1/18/19	HOME DEPOT-DIMMER BULBS	001-546020-57201	\$13.94
Check	57264	02/05/19	Vendor	JOSHUA ELLIS	013119	WEBSITE, ADA COMPLIANCE	Misc-Contingency	001-549900-57201	\$720.00
Check	57265	02/05/19	Vendor	RICK EVANS	013119	MILEAGE JANUARY 2019	Misc-Mileage Reimbursement	001-549951-57201	\$19.58
Check	57266	02/06/19	Vendor	ALWAYS IMPROVING LLC	18791	1/29/19 PREVENTATIVE MAINT	Contracts-Fitness Equipment	001-534071-57214	\$100.00
Check	57267	02/06/19	Vendor	OFFICE BUSINESS SYSTEMS INC	054899 1	EXCESS BILLING 12/30-1/30/19	Contract-Copier Maintenance	001-534097-57201	\$3.69
Check	57268	02/06/19	Vendor	S & R LANDSCAPING, LLC	2652	LAWN CARE JAN 2019	Contr-Landscape-Amenities Area	001-534053-53901	\$1,005.00
Check	57269	02/07/19	Vendor	1ST CHOICE PEST SERVICES	30384	QUARTERLY PEST SVC	Contract-Pest Control	001-534125-57201	\$72.50
Check	57269	02/07/19	Vendor	1ST CHOICE PEST SERVICES	30384	QUARTERLY PEST SVC	Contract-Pest Control	001-534125-57240	\$36.25
Check	57269	02/07/19	Vendor	1ST CHOICE PEST SERVICES	30384	QUARTERLY PEST SVC	Contract-Pest Control	001-534125-57214	\$36.25
Check	57270	02/07/19	Vendor	QUALITY FLOOR CLEANING, LLC	7546	GENERAL CLEANING JAN 2019	Contracts-Janitorial Services	001-534026-57201	\$200.00
Check	57270	02/07/19	Vendor	QUALITY FLOOR CLEANING, LLC	7546	GENERAL CLEANING JAN 2019	Contracts-Janitorial Services	001-534026-57214	\$160.00
Check	57270	02/07/19	Vendor	QUALITY FLOOR CLEANING, LLC	7546	GENERAL CLEANING JAN 2019	Contracts-Janitorial Services	001-534026-57240	\$40.00
Check	57271	02/08/19	Vendor	CITY OF TALLAHASSEE	1302019	SVC 12/28/18-1/25/19	Utility - Irrigation	001-543014-57201	\$209.61
Check	57271	02/08/19	Vendor	CITY OF TALLAHASSEE	1302019	SVC 12/28/18-1/25/19	Utility - General	001-543001-57201	\$792.68
Check	57271	02/08/19	Vendor	CITY OF TALLAHASSEE	1302019	SVC 12/28/18-1/25/19	Utility - Refuse Removal	001-543020-57201	\$97.76
Check	57272	02/19/19	Vendor	LEWIS, LONGMAN, & WALKER, P.A.	MCL-128968	JAN GEN COUNSEL	ProfServ-Legal Services	001-531023-51401	\$2,000.00
Check	57273	02/19/19	Vendor	QUALITY FLOOR CLEANING, LLC	7477	12/18 GENERAL CLEANING	Contracts-Janitorial Services	001-534026-57201	\$150.00
Check	57273	02/19/19	Vendor	QUALITY FLOOR CLEANING, LLC	7477	12/18 GENERAL CLEANING	Contracts-Janitorial Services	001-534026-57214	\$120.00
Check	57273	02/19/19	Vendor	QUALITY FLOOR CLEANING, LLC	7477	12/18 GENERAL CLEANING	Contracts-Janitorial Services	001-534026-57240	\$30.00
Check	57274	02/21/19	Vendor	COMCAST	021119-3478	SVC 2/25/19-3/24/19	Utility - Other	001-543004-57201	\$230.94
Check	57275	02/21/19	Vendor	FEDEX	6-457-54043	SVC 2/5/19	Postage and Freight	001-541006-51301	\$18.94
Check	57276	02/22/19	Vendor	CITY OF TALLAHASSEE	21219	SVC 1/15/19-2/12/19	Electricity - Streetlighting	001-543013-57201	\$107.74
Check	57277	02/22/19	Vendor	JOSHUA ELLIS	022119 #450	DOWN PMT-WEBSITE/ADA COMPLNC	Misc-Information Technology	001-549942-57201	\$500.00
Check	57278	02/22/19	Vendor	JOSHUA ELLIS	022119 #449	DOWN PMT- WEBSITE, MAINT/SEC	Misc-Information Technology	001-549942-57201	\$500.00
Check	57279	02/22/19	Vendor	MARPAN SUPPLY CO., INC.	1520960	CONTAINER RENTAL 3/1/19	Contract-Dumpster Rental	001-534098-57201	\$26.00
Check	57280	02/27/19	Vendor	CENTURYLINK	021119-4553	SVC 2/11/19-3/10/19	Communication - Teleph - Field	001-541005-57205	\$53.86
Check	57281	02/28/19	Vendor	FIRE PROFESSIONALS OF TALLAHASSEE	10901	SEMI ANNUAL FIRE INSPECTION	Contracts-Fire Exting. Insp.	001-534094-57201	\$175.00
ACH	DD000570	02/01/19	Employee	DELORES A. PINCUS	PAYROLL	February 01, 2019 Payroll Posting			\$184.70

PINEY-Z
Community Development District

Payment Register by Bank Account
For the Period from 2/01/2019 to 2/28/2019
(Sorted by Check / ACH No.)

Pymt Type	Check / ACH No.	Date	Payee Type	Payee	Invoice No.	Payment Description	Invoice / GL Description	G/L Account #	Amount Paid
ACH	DD000571	02/01/19	Employee	MELINDA J. PARKER	PAYROLL	February 01, 2019 Payroll Posting			\$1,683.75
ACH	DD000572	02/01/19	Employee	RICKY S EVANS	PAYROLL	February 01, 2019 Payroll Posting			\$1,683.75
ACH	DD000573	02/01/19	Employee	ARTHUR R. KIRBY	PAYROLL	February 01, 2019 Payroll Posting			\$180.53
ACH	DD000574	02/06/19	Employee	MELINDA J. PARKER	PAYROLL	February 06, 2019 Payroll Posting			\$1,929.39
ACH	DD000575	02/06/19	Employee	RICKY S EVANS	PAYROLL	February 06, 2019 Payroll Posting			\$1,422.06
ACH	DD000576	02/20/19	Employee	MELINDA J. PARKER	PAYROLL	February 20, 2019 Payroll Posting			\$1,929.39
ACH	DD000577	02/20/19	Employee	RICKY S EVANS	PAYROLL	February 20, 2019 Payroll Posting			\$1,469.85
Account Total									\$18,902.03

CENTENNIAL - GF MMA - (ACCT# XXXXX5680)

Check	1035	02/08/19	Vendor	PINEY Z CDD	020419-XFER	TRF CENTENNIAL MMA TO BBT CK	Cash with Fiscal Agent	103000	\$40,000.00
Account Total									\$40,000.00

Total Amount Paid	\$58,902.03
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Total Amount Paid - Breakdown by Fund	
Fund	Amount
General Fund - 001	58,902.03
Total	58,902.03

Seventh Order of Business

Piney-Z Community Development District
CDD Manager's Report
March 14, 2019, for
Meeting of March 25, 2019

LODGE/GARAGE

- changed all AC filters

FITNESS CENTER

- changed AC filter
- had wheels on water rower replaced; parts under warranty

PAVILION

- bleached exterior walls to address mold issue

POOL

- Suncast deck box damaged, again, by wind; repaired, again, by staff
- pump basket drain plug and flowmeter cap replaced
- chlorinator clog cleared
- began repeated brushing of the algae
- added muratic acid to lower pH, and granular chlorine to shock pool
- began soliciting applications for pool attendant positions, assembling orientation materials, etc.
- had to replace Dolphin's power supply

PLAYGROUND

- completed installation of the new mulch

PARK AND GROUNDS

- solar lights added to newly paved pathway from walkway to driveway
- irrigation system re-started for the season
- uncovered irrigation head paved over in January
- pansies added to bed immediately in front of lodge; seven days later several removed from same. Deer. 9:08 PM, 2-13-19...Caught red handed, so to speak.
- chipped asphalt to expose an irrigation rotor
- treated ant mounds, repeatedly

GENERAL

- necessary annual audits of district assets concluded
- solicited railing bids; explored cost to have playground sprayed professionally

- continued work on website, including drafting and execution of two contracts – remediation of identified non-ADA compliant issues, and resolution of multiple elements requiring updating, registering, etc. Both contracts are included herein.
- Completed first draft of FY 2020 budget. It is, again, a flat assessment budget.
- Updates since publication TBD

■ Paid rental reservations booked in January	10
Rental fees banked in January	\$2,658

Paid rental reservations booked in February	5
Rental fees banked in February	\$1,295

Rental reservations booked in **calendar** 2019: 15

Rental fees banked in calendar 2019: \$3,953

7A

PINEY-Z
Community Development District

Annual Operating Budget
Fiscal Year 2020

Version 1 - Proposed Budget:
(Printed on 3/11/2019 4pm)

Prepared by:



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Piney-Z
Community Development District

Operating Budget
Fiscal Year 2020

Summary of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2020 Proposed Budget

ACCOUNT DESCRIPTION	ACTUAL FY 2016	ACTUAL FY 2017	ACTUAL FY 2018	ADOPTED BUDGET FY 2019	ACTUAL THRU FEB-2019	PROJECTED MAR - SEP-2019	TOTAL PROJECTED FY 2019	ANNUAL BUDGET FY 2020
REVENUES								
Interest - Investments	\$ 1,152	\$ 1,343	\$ 1,939	\$ 1,000	\$ 1,068	\$ 1,495	\$ 2,563	\$ 2,000
Interest - Tax Collector	-	-	357	-	548	-	548	-
Special Assmnts- Tax Collector	394,706	394,706	394,971	394,707	374,744	19,963	394,707	394,708
Special Assmnts- Discounts	(14,723)	(15,030)	(14,974)	(15,788)	(14,362)	-	(14,362)	(15,788)
Settlements	33,925	33,924	37,210	8,481	8,480	-	8,480	-
Other Miscellaneous Revenues	4,260	785	1,675	130	265	-	265	522
Access Cards	1,331	763	918	540	99	99	198	675
Pavilion Rental	240	320	1,340	400	840	840	1,680	1,000
Lodge Rental	10,895	13,225	13,434	13,500	10,765	2,735	13,500	14,000
Pool Rental	160	-	-	-	-	-	-	-
Insurance Reimbursements	-	28,730	(28,730)	-	-	-	-	-
TOTAL REVENUES	431,946	458,766	408,140	402,970	382,447	25,132	407,579	397,117
EXPENDITURES								
<i>Administrative</i>								
P/R-Board of Supervisors	16,600	8,600	4,600	9,000	1,400	7,000	8,400	8,000
FICA Taxes	1,270	658	352	689	107	536	643	612
ProfServ-Legal Services	24,000	24,042	24,117	24,000	10,000	14,000	24,000	24,000
ProfServ-Mgmt Consulting Serv	54,275	54,275	50,317	44,775	18,656	26,119	44,775	44,775
ProfServ-Special Assessment	4,637	4,637	4,637	4,637	4,637	-	4,637	4,637
Auditing Services	3,150	3,150	3,150	3,150	-	3,150	3,150	3,150
Postage and Freight	447	345	818	150	103	47	150	150
Insurance - General Liability	9,851	9,748	10,016	11,795	4,653	5,171	9,824	11,893
Printing and Binding	1,119	238	176	200	116	80	196	200
Legal Advertising	1,054	811	1,170	1,200	-	1,200	1,200	1,200
Miscellaneous Services	363	279	109	150	82	115	197	150
Misc-Assessmnt Collection Cost	11,399	11,390	11,400	11,841	10,811	599	11,410	11,841
Misc-Contingency	-	1,000	41	115	-	67	67	100

Summary of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2020 Proposed Budget

ACCOUNT DESCRIPTION	ACTUAL FY 2016	ACTUAL FY 2017	ACTUAL FY 2018	ADOPTED BUDGET FY 2019	ACTUAL THRU FEB-2019	PROJECTED MAR - SEP-2019	TOTAL PROJECTED FY 2019	ANNUAL BUDGET FY 2020
Office Supplies	77	-	-	250	-	146	146	200
Annual District Filing Fee	175	175	175	175	175	-	175	175
Total Administrative	128,417	119,348	111,078	112,127	50,740	58,229	108,969	111,084
Field								
Contr-Landscape-Amenities Area	8,545	10,031	12,099	14,452	4,422	10,613	15,035	24,000
R&M-Trees and Trimming	1,385	2,500	2,500	3,000	-	1,750	1,750	3,000
Misc-Hurricane Expense	-	2,150	-	-	-	-	-	-
Misc-Contingency	5,779	5,377	3,260	4,000	-	2,333	2,333	4,000
Total Field	15,709	20,058	17,859	21,452	4,422	14,696	19,118	31,000
Parks and Recreation - General								
Payroll-Maintenance	7,263	7,805	7,946	6,495	5,355	3,640	8,995	6,690
Payroll-Administrative	51,908	47,765	47,115	47,262	21,851	27,911	49,762	48,680
Payroll-Other	-	-	-	-	-	-	-	500
FICA Taxes	4,527	4,479	1,467	4,112	2,081	2,414	4,495	4,274
Workers' Compensation	2,616	3,038	3,406	3,747	1,811	1,811	3,622	4,165
Contracts-Janitorial Services	3,250	2,505	2,160	2,340	950	1,330	2,280	2,340
Contracts-Security Services	3,557	1,846	1,655	1,480	390	546	936	1,305
Contracts-Fire Exting. Insp.	-	350	350	350	175	-	175	350
Contract-Copier Maintenance	-	-	137	100	29	41	70	150
Contract-Dumpster Rental	-	-	312	312	130	182	312	312
Contracts-Pest Control	-	-	499	498	145	203	348	498
Contracts-Fire Insp Sprinkler System	-	250	250	300	-	175	175	250
Contract-Website Hosting	-	-	-	97	-	57	57	246
Communication - Teleph - Field	-	100	90	100	-	58	58	120
Postage and Freight	-	40	-	50	-	29	29	55
Utility - General	15,116	15,504	15,551	16,500	5,419	7,587	13,006	17,000
Utility - Other	2,389	3,129	3,285	3,520	1,172	1,641	2,813	3,400
Electricity - Streetlighting	1,290	1,183	1,326	1,500	543	760	1,303	1,500
Utility - Irrigation	2,372	3,116	3,932	3,000	771	1,079	1,850	3,000

Summary of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2020 Proposed Budget

ACCOUNT DESCRIPTION	ACTUAL FY 2016	ACTUAL FY 2017	ACTUAL FY 2018	ADOPTED BUDGET FY 2019	ACTUAL THRU FEB-2019	PROJECTED MAR - SEP-2019	TOTAL PROJECTED FY 2019	ANNUAL BUDGET FY 2020
Utility - Refuse Removal	1,372	1,007	1,144	1,200	486	680	1,166	1,250
Rental Dumpster	-	312	-	-	-	-	-	-
R&M-General	7,973	3,081	2,115	3,000	461	645	1,106	3,000
R&M-Electrical	-	440	390	400	14	20	34	425
R&M-Pest Control	858	858	-	-	-	-	-	-
R&M-Roof	-	75	-	300	-	175	175	-
R&M-Emergency& Disaster Relief	-	3,750	-	-	-	-	-	-
R&M-Fire Equipment	-	12	40	100	-	58	58	100
R&M-Flooring	-	1,236	-	1,360	-	793	793	1,360
R&M-Plumbing	-	11	3	250	66	92	158	250
R&M-Copier	-	82	-	-	-	-	-	-
Misc-Training	887	-	-	-	-	-	-	-
Misc-Hurricane Expense	6,057	-	-	-	-	-	-	-
Misc-Contingency	49	1,785	1,133	3,000	-	1,750	1,750	3,000
Misc-Information Technology	365	1,075	1,036	886	1,988	-	1,988	1,000
Misc-Mileage Reimbursement	-	303	336	450	126	176	302	400
Office Supplies	2,739	3,260	3,087	2,000	326	456	782	2,000
Supplies-Cleaning & Paper	-	504	261	400	107	150	257	400
Subscriptions and Memberships	750	-	-	1,000	-	583	583	-
Capital Outlay	13,380	4,287	(4,287)	-	-	-	-	-
Non-Capitalized New Equipment	-	4,335	4,287	-	-	-	-	-
Reserve - Lodge	-	-	-	-	-	-	-	9,016
Total Parks and Recreation - General	128,718	117,523	99,026	106,109	44,396	55,044	99,440	117,036

Summary of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2020 Proposed Budget

ACCOUNT DESCRIPTION	ACTUAL FY 2016	ACTUAL FY 2017	ACTUAL FY 2018	ADOPTED BUDGET FY 2019	ACTUAL THRU FEB-2019	PROJECTED MAR - SEP-2019	TOTAL PROJECTED FY 2019	ANNUAL BUDGET FY 2020
Swimming Pool								
Payroll-Salaries	17,280	-	-	-	-	-	-	-
Payroll-Lifeguards	-	18,654	18,067	-	-	-	-	-
Payroll-Maintenance	5,519	11,784	11,591	15,154	2,629	12,525	15,154	15,609
Payroll-Administrative	6,803	11,621	6,249	6,752	2,598	4,154	6,752	6,955
Payroll-Pool Attendants	-	-	-	22,022	1,227	20,795	22,022	21,037
Payroll - Overtime	569	-	-	-	-	-	-	-
FICA Taxes	2,308	3,510	4,972	3,360	494	2,867	3,361	3,335
ProfServ-Pool Maintenance	6,000	1,500	-	-	-	-	-	-
Communication - Teleph - Field	147	102	473	715	265	371	636	780
R&M-General	1,848	140	218	500	11	292	303	400
R&M-Electrical	-	148	-	200	-	117	117	150
R&M-Pools	2,322	1,359	4,570	1,000	-	583	583	1,000
Misc-Licenses & Permits	275	250	250	250	-	146	146	250
Misc-Hurricane Expense	150	209	-	-	-	-	-	-
Misc-Contingency	1,440	2,284	3,426	3,000	11	1,750	1,761	3,000
Op Supplies - Pool Chemicals	2,665	2,568	2,242	3,275	26	1,910	1,936	3,000
Capital Outlay	4,273	-	-	-	-	-	-	-
Capital Outlay - Pool	-	-	51,893	-	-	-	-	-
Non-Capitalized New Equipment	-	3,904	-	-	-	-	-	-
Reserve - Pool	-	-	25,000	-	-	-	-	19,292
Reserves-Pool Pumps	-	-	-	4,700	-	-	-	-
Total Swimming Pool	51,599	58,033	128,951	60,928	7,261	45,510	52,771	74,808

PINEY-Z

Community Development District

General Fund

Summary of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2020 Proposed Budget

ACCOUNT DESCRIPTION	ACTUAL FY 2016	ACTUAL FY 2017	ACTUAL FY 2018	ADOPTED BUDGET FY 2019	ACTUAL THRU FEB-2019	PROJECTED MAR - SEP-2019	TOTAL PROJECTED FY 2019	ANNUAL BUDGET FY 2020
<i>Fitness Center</i>								
Payroll-Maintenance	1,873	988	1,282	2,165	726	1,439	2,165	2,230
Payroll-Administrative	983	2,286	3,084	6,751	1,299	5,452	6,751	6,954
FICA Taxes	218	289	275	682	155	527	682	703
Contracts-Janitorial Services	-	1,345	1,440	1,560	760	1,064	1,824	1,560
Contracts-Fitness Equipment	-	1,200	1,100	1,200	500	700	1,200	1,200
Contracts-Pest Control	-	-	214	215	73	102	175	215
R&M-General	626	65	291	400	-	233	233	400
R&M-Electrical	-	37	84	150	-	88	88	150
R&M-Equipment	2,863	-	735	1,500	55	875	930	1,250
Misc-Contingency	-	-	95	750	-	438	438	500
Supplies-Cleaning & Paper	-	614	234	750	217	304	521	600
Capital Outlay	4,993	-	-	-	-	-	-	-
Non-Capitalized New Equipment	-	9,064	-	-	-	-	-	-
Reserve-Equipment	-	-	-	-	-	-	-	2,500
Total Fitness Center	11,556	15,888	8,834	16,123	3,785	11,221	15,006	18,262
<i>Park & Grounds</i>								
Payroll-Maintenance	15,761	21,717	20,651	19,484	10,943	8,541	19,484	20,069
Payroll-Administrative	2,085	3,899	6,023	6,752	2,598	4,154	6,752	6,955
Payroll-Other	-	-	-	-	-	-	-	500
Payroll - Overtime	569	-	-	-	-	-	-	-
FICA Taxes	1,409	2,150	1,754	2,007	1,036	971	2,007	2,106
Contracts-Janitorial Services	-	1,150	1,200	1,300	190	266	456	1,300
Contracts-Roof	-	-	75	145	-	-	-	300
Contracts-Pest Control	-	-	145	325	73	102	175	145
R&M-General	1,750	1,428	446	1,750	683	956	1,639	1,500
R&M-Electrical	-	359	81	400	-	233	233	200
R&M-Irrigation	-	1,244	875	1,250	-	729	729	1,000
R&M-Vegetation Removal	-	-	-	6,000	-	3,500	3,500	-

Summary of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2020 Proposed Budget

ACCOUNT DESCRIPTION	ACTUAL FY 2016	ACTUAL FY 2017	ACTUAL FY 2018	ADOPTED BUDGET FY 2019	ACTUAL THRU FEB-2019	PROJECTED MAR - SEP-2019	TOTAL PROJECTED FY 2019	ANNUAL BUDGET FY 2020
R&M-Backflow Inspection	-	315	315	316	-	184	184	315
Misc-Hurricane Expense	604	10,304	-	-	2,350	-	2,350	-
Misc-Contingency	2,843	157	5,620	2,000	470	658	1,128	2,500
Supplies-Cleaning & Paper	-	185	66	225	58	81	139	250
Capital Outlay	4,101	-	-	-	-	-	-	-
Non-Capitalized New Equipment	-	1,683	-	3,000	-	3,000	3,000	-
Reserve-Gutters	-	-	-	4,250	-	-	-	-
Reserve-Mulch	-	-	-	2,250	-	-	-	2,000
Reserve - Parking Lot	-	-	-	29,000	44,695	-	44,695	1,200
Reserve - Playground Equip	-	-	-	-	-	-	-	2,500
Reserve - Irrigation System	-	-	-	-	-	-	-	500
Total Park & Grounds	29,122	44,591	37,251	80,454	63,096	23,377	86,473	43,340
Reserves								
Reserve - CDD Amenity	-	-	-	5,777	-	-	-	1,587
Total Reserves	-	-	-	5,777	-	-	-	1,587
TOTAL EXPENDITURES & RESERVES	365,121	375,441	402,999	402,970	173,700	208,077	381,777	397,117
Excess (deficiency) of revenues Over (under) expenditures	66,825	83,325	5,141	-	208,747	(182,945)	25,802	-
OTHER FINANCING SOURCES (USES)								
Contribution to (Use of) Fund Balance	-	-	-	-	-	-	-	-
TOTAL OTHER SOURCES (USES)	-	-	-	-	-	-	-	-
Net change in fund balance	66,825	83,325	5,141	-	208,747	(182,945)	25,802	-
FUND BALANCE, BEGINNING	144,290	211,115	294,440	299,581	299,581	-	299,581	325,383
FUND BALANCE, ENDING	\$ 211,115	\$ 294,440	\$ 299,581	\$ 299,581	\$ 508,328	\$ (182,945)	\$ 325,383	\$ 325,383

Exhibit "A"
Allocation of Fund Balances

AVAILABLE FUNDS

	<u>Amount</u>
Beginning Fund Balance - Fiscal Year 2020	\$ 325,383
Net Change in Fund Balance - Fiscal Year 2020	-
Reserves - Fiscal Year 2020 Additions	38,595
Total Funds Available (Estimated) - 9/30/2020	363,978

ALLOCATION OF AVAILABLE FUNDS

Assigned Fund Balance

Operating Reserve - First Quarter Operating Capital 99,279 ⁽¹⁾

Contribution CDD Amenity prior years	57,304	-
Contribution CDD Amenity FY 2020	1,587	58,891
Reserve - Lodge prior years	7,050	
Reserve - Lodge FY 2020	9,016	16,066
Reserve - Park prior years	8,500	
Reserve - Park FY 2020	-	8,500
Reserve - Equipment prior years	-	
Reserve - Equipment FY 2020	2,500	2,500
Reserve - Parking Lot prior years	-	
Reserve - Parking Lot FY 2020	1,200	1,200
Reserve - Pool prior years	-	
Reserve - Pool FY 2020	19,292	19,292
Reserve - Pool Equipment prior years	4,170	

Community Development District

Reserve - Pool Equipment FY 2020	-	<u>4,170</u>	
Reserve - Pool Filters prior years	1,000		
Reserve - Pool Filters FY 2020	-	<u>1,000</u>	
Reserve - Pool Pumps prior years	8,000		
Reserve - Pool Pumps FY 2020	-	<u>8,000</u>	
Reserve - Mulch prior years	3,250		
Reserve - Mulch FY 2020	2,000	<u>5,250</u>	
Reserve - Playground Equipment prior years	-		
Reserve - Playground Equipment FY 2020	2,500	<u>2,500</u>	
Reserve - Irrigation System prior years	-		
Reserve - Irrigation System FY 2020	500	<u>500</u>	
			127,869
	Subtotal		<u>227,148</u>

Total Allocation of Available Funds	227,148
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Total Unassigned (undesignated) Cash	\$ 136,830
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Notes

(1) Represents approximately 3 months of operating expenditures

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Community Development District

*General Fund***Budget Narrative**

Fiscal Year 2020

REVENUES**Interest - Investments (361001-3000)**

The District will have all excess funds invested with financial institutions which are qualified as public depositories prior to deposit of public monies under Chapters 218 and 280, Florida Statutes. The budget is based upon the estimated average balance of funds available during the Fiscal Year.

Special Assessments - Tax Collector (363010-3000)

The District will levy a Non-Ad Valorem assessment on all the assessable property within the District in order to pay for the operating expenditures during the Fiscal Year.

Special Assessments - Discounts (363090-3000)

The Special Assessment discount for early payment is calculated at 4% of the Non-Ad Valorem assessments.

Miscellaneous Revenues (369900-3000)

Leon County Supervisor of Elections use of the lodge for voting, pass holder fees, etc.

Access Cards (369941-3000)

Revenue from access cards purchases.

Pavilion Rental (369942-3000)

Revenue from renting the pavilion to residents and non-residents for private functions.

Lodge Rental (369943-3000)

Revenue from renting the lodge to residents and non-residents for private functions.

PINEY-Z

Community Development District

*General Fund***Budget Narrative**

Fiscal Year 2020

EXPENDITURES**Expenditures - Administrative****Payroll - Board of Supervisors (511001-51101)**

Chapter 190 of the Florida Statutes allows for members of the Board of Supervisors to be compensated \$200 per meeting and workshop at which they are in attendance. The amount for the Fiscal Year is based upon all supervisors attending and receiving compensation for all of the meetings and all of the workshops.

FICA Taxes (521001-51101)

Payroll taxes on Board of Supervisors compensation. The budgeted amount for the fiscal year is calculated at 7.65% of the total Board of Supervisor's payroll expenditures.

Professional Services - Legal Services (531023-51401)

The District's legal counsel will provide general legal services to the District, i.e. attendance and preparation for meetings, review of operating and maintenance contracts, requests for proposals, etc.

Professional Services - Management Consulting Services (531027-51201)

The District receives Management, Accounting and Administrative services as part of a Management Agreement with Inframark Infrastructure Management Services, Inc.. The fees are related to the current contracted fees in the Management Agreement including record storage and Information Technology charges to process all of the District's financial activities, i.e. accounts payable, financial statements, budgets, etc., on a main frame computer owned by Inframark in accordance with the management contract.

Professional Services - Special Assessment (531038-51301)

Administrative costs to prepare the District's Special Assessment Roll, certify the roll to the County and provide estoppel services on request.

Auditing Services (532002-51301)

The District is required annually to conduct an audit of its financial records by an Independent Certified Public Accounting Firm. The budgeted fee is based on the engagement letter.

Postage & Freight (541006-51301)

Mailing and courier services costs for correspondence, bill payments, mailed notices, etc.

Insurance - General Liability (545002-51301)

The District's General Liability & Public Officials Liability Insurance policy is with Florida Municipal Insurance Trust (FMIT). FMIT specializes in providing insurance coverage to governmental agencies. The budget is based on this year's premium plus 15% anticipated cost increase.

PINEY-Z

Community Development District

*General Fund***Budget Narrative**

Fiscal Year 2020

Expenditures – Administrative (continued)**Printing & Binding (547001-51301)**

Printing of computerized checks, stationery, envelopes, etc.

Legal Advertising (548002-51301)

The District is required to advertise various notices for monthly Board meetings, public hearings, etc. in a newspaper of general circulation.

Miscellaneous Services (549001-51301)

Bank charges and any other miscellaneous administrative expenses that may be incurred during the year.

Miscellaneous - Assessment Collection Cost (549070-51301)

The District reimburses the Leon County Tax Collector for necessary administrative costs. Per the Florida Statutes, administrative costs shall include, but not be limited to, those costs associated with personnel, forms, supplies, data processing, computer equipment, postage, and programming. The District also compensates the Tax Collector for the actual cost of collection or 3% on the amount of special assessments collected and remitted, whichever is greater. The budgeted amount for collection costs is based on a maximum of 3% of the anticipated assessment collections.

Miscellaneous - Contingency (549900-51301)

Provides funds for administrative expenditures that may not have been anticipated in the budget.

Office Supplies (551002-51301)

Miscellaneous office supplies.

Annual District Filing Fees (554007-51301)

The District is required to pay an annual filing fee of \$175 to the Department of Economic Opportunity.

Expenditures - Field*This Department accounts for the costs associated with the exterior maintenance and upkeep of the District's amenities.***Contracts - Landscape – Amenities Area (534053-53901)**

Landscaping and maintenance services (mowing, weeding, pinestraw and fertilizer) for the “amenities” area within the District.

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Community Development District

*General Fund***Budget Narrative**

Fiscal Year 2020

Expenditures – Field (continued)**R&M – Trees and Trimming (546099-53901)**

Tree trimming, tree removal, dead limb trimming, etc. for the “amenities” area within the District.

Miscellaneous - Contingency (549900-53901)

Necessary services and repairs which fall outside those specified in the landscaping contract, including plantings, sod, irrigation repairs, additional walkway stones, application of chemicals for poison ivy, ants, etc.

Expenditures - Parks and Recreation - General*This department includes on-site administrative costs of the District as well as those associated with the maintenance, repair and replacement of equipment, and enhancements associated with the lodge (including the office, restrooms and second floor) and the garage.***Payroll - Maintenance (512006-57201)**

Compensation of one part time Buildings and Grounds Manager.

Payroll - Administrative (512009-57201)

Compensation of one full time CDD Manager.

FICA Taxes (521001-57201)

Payroll tax for staff above.

Workers' Compensation (524001-57201)

The District's policy is currently with Florida Municipal Insurance Trust. The budget is based on this year's premium plus 15% anticipated cost increase.

Contracts - Janitorial Services (534026-57201)

Twice weekly cleaning in the lodge.

Contracts - Security Services (534037-57201)

Annual monitoring of the lodge (office, garage and fitness center). Also included are costs associated with the key fob system (utilized for fitness center, pool and side garage door access) to control and monitor entry. Additional costs included herein are the purchase of key fobs, and any repairs, (maintenance or replacement of the security cameras, DVR and television).

PINEY-Z

Community Development District

*General Fund***Budget Narrative**

Fiscal Year 2020

Expenditures – Parks and Recreation - General (continued)**Contracts - Fire Inspection (534094-57201)**

Inspection of fire suppression hood in the kitchen, as well as the several extinguishers around the property.

Contracts - Copier Maintenance (534097-57201)

Cost to maintain copier.

Contracts - Dumpster Rental (534098-57201)

Cost to rent lodge dumpster from Marpan.

Contracts - Pest Control (534125-57201)

Annual termite inspection; quarterly treatment of the lodge.

Contracts - Fire Inspection Sprinkler System (534165-57201)

Inspection of the sprinkler system in the garage.

Contracts - Website Hosting (534384-57201)

Cost to maintain website.

Communication - Telephone-Field (541005-57201)

Purchase of TracFone for use by Buildings and Grounds Manager.

Postage and Freight (541006-57201)

Routine correspondence.

Utility - General (543001-57201)

City of Tallahassee charges for electricity, stormwater fees, fire service fees, water and sewer service for the District.

Utility - Other (543004-57201)

Comcast charges for telephone, internet and television service in the lodge (including the fitness center)

Electricity - Streetlighting (543013-57201)

City of Tallahassee charges for electricity for the District's 10 decorative streetlights around the pool.

PINEY-Z

Community Development District

General Fund

Budget Narrative

Fiscal Year 2020

Expenditures – Parks and Recreation - General (continued)**Utility - Irrigation (543014-57201)**

City of Tallahassee charges for irrigation water and pool.

Utility - Refuse Removal (543020-57201)

City of Tallahassee charges to empty dumpster at Piney-Z Lodge.

R&M - General (546001-57201)

Locks and keys, repair of kitchen cabinets, bathroom mirrors and countertops, doors, replacement of office and garage blinds, necessary tools, meeting signs, etc.

R&M – Electrical (546020-57201)

Batteries, bulbs, sensors, cords, outside vendors if required.

R&M - Roof (546164-57201)

Blowing off of the lodge roof.

R&M - Fire Equipment (546230-57201)

Repairs to exit lighting, etc.

R&M - Plumbing (546250-57201)

Flappers, strainers, toilet seats, outside vendors if required.

Miscellaneous - Contingency (549900-57201)

Unanticipated operating expenses.

Miscellaneous - Information Technology (549942-57201)

IT support and website maintenance/assistance.

Miscellaneous - Mileage Reimbursement (549951-57201)

Reimbursement of mileage expenses.

PINEY-Z

Community Development District

General Fund

Budget Narrative

Fiscal Year 2020

Expenditures – Parks and Recreation - General (continued)**Office Supplies (551002-57201)**

Costs associated with operation of the CDD Manager's office, including copier and computer paper, computer ink and software, anti-virus renewal, file folders, card stock for forms, notebooks, envelopes, pens, pencils, name plates for board members, computers and printers, etc.

Supplies - Cleaning and Paper (551083-57201)

Supplies for cleaning, paper towels, toilet paper, etc.

Reserves - Lodge (568107-57201)

For intensive cleaning of roof, sanding and staining of main floor, re-roof of lodge, re-paint of iron, replacement of HVAC unit and replacement of kitchen appliance.

Expenditures – Swimming Pool

This department includes costs associated with staffing, supplies, maintenance and repairs of the swimming pool and the associated deck, fence, gates, shed and related equipment.

Payroll – Pool Attendants (512005-57205)

Compensation of pool attendants (\$10.50 per hour).

Payroll - Maintenance (512006-57205)

Compensation of one part-time Buildings and Grounds Manager.

Payroll - Administrative (512009-57205)

Compensation of one full time CDD Manager.

FICA Taxes (521001-57205)

Payroll tax for above.

Communication - Telephone-Field (541005-57205)

TracFone for attendant station; dedicated 911 phone.

PINEY-Z

Community Development District

General Fund

Budget Narrative

Fiscal Year 2020

Expenditures – Swimming Pool (continued)**R&M - General (546001-57205)**

Repair of deck furniture, umbrellas, front and rear gates, locks on gates, etc.

R&M - Electrical (546020-57205)

Batteries, bulbs, sensors, cords, outside vendors if required.

R&M - Pools (546074-57205)

Repair of the pool and pool equipment, including pumps, chlorinator, pipes, problems with deck, tiles, on-deck showers, deck furniture, etc.

Miscellaneous - License & Permits (549066-57205)

Leon County Health Department pool license (expires annually on June 30).

Miscellaneous - Contingency (549900-57205)

Unanticipated operating expenses, including replacement of any equipment excluding deck furniture, the cost of which is budgeted below.

Operating Supplies - Pool Chemicals (552009-57205)

Pool chemicals, bleach and test kits, safety equipment including rescue rings and tubes, defibrillator batteries, respirator for chemical application, etc.

Reserves - Pool (568124-57205)

For pool shell repair.

Reserves - Pool Equipment (568125-57205)

For Dolphin replacement, chlorinator replacement, safety equipment replacement.

Reserves - Pool Filters (568127-57205)

For re-sanding of four filters.

Reserves - Pool Pumps (568129-57205)

For replacement of three pumps.

Reserves - Pool Renovation (TBD)

For renovation of the pool.

PINEY-Z

Community Development District

General Fund

Budget Narrative

Fiscal Year 2020

Expenditures – Fitness Center*This department includes costs associated with the maintenance, repair and supplies required in the fitness center.***Payroll - Maintenance (512006-57214)**

Compensation of one part time Buildings and Grounds Manager.

Payroll - Administrative (512009-57214)

Compensation of one full time CDD Manager.

FICA Taxes (521001-57214)

Payroll tax for above.

Contracts - Janitorial Services (534026-57214)

Twice weekly cleaning of the Fitness Center.

Contracts - Fitness Equipment (534071-57214)

Monthly preventative maintenance contract with FitnessPro.

Contracts - Pest Control (534125-57214)

Annual termite inspection; quarterly treatment of the fitness center.

R&M - General (546001-57214)

Repair of carpet, mirrors, doors, fans, remotes.

R&M - Electrical (546020-57214)

Batteries, bulbs, sensors, cords, outside vendor if required.

R&M - Equipment (546022-57214)

Repairs (including parts and Labor) required to keep all equipment fully operational.

Miscellaneous - Contingency (549900-57214)

Unanticipated operating expenses.

PINEY-Z

Community Development District

General Fund

Budget Narrative

Fiscal Year 2020

Expenditures – Fitness Center (Continued)

Supplies - Cleaning and Paper (552083-57214)

Supplies for cleaning, paper towels, toilet paper, etc.

Reserve - Equipment (568073-57214)

Purchase of exercise pieces for gym.

Expenditures – Parks & Grounds

This department includes general maintenance, repair and supplies required for the upkeep of the Rosemary White Playground and Gazebo Park (including picnic tables, trash cans, benches, grills and playground equipment), as well as of the pavilion (including restrooms) and the picnic grounds located between the lodge and the swimming pool.

Payroll - Maintenance (512006-57240)

Compensation of one part time Buildings and Grounds Manager.

Payroll - Administrative (512009-57240)

Compensation of one full time CDD Manager.

FICA Taxes (521001-57240)

Payroll tax for above.

Contracts - Janitorial Services (534026-57214)

Twice weekly cleaning of pavilion restrooms, in season.

Contracts- Pest Control (534125-57214)

Quarterly treatment of the pavilion.

PINEY-Z

Community Development District

General Fund

Budget Narrative

Fiscal Year 2020

Expenditures – Parks & Grounds (continued)**Contracts- Roof (534108-57240)**

Twice a year cleaning of pavilion roof.

R&M - General (546001-57240)

Repair of slides, swings, picnic tables, gazebos, etc.

R&M - Electrical (564020-57214)

Batteries, bulbs, sensors, cords, outside vendors if required.

R&M - Irrigation (546041-57214)

Repairs to the irrigation system.

R&M - Backflow Inspections (546459-57214)

Inspection of the backflows from the water/waste lines.

Miscellaneous - Contingency (549900-57214)

Unanticipated operating expenses.

Supplies - Cleaning and Paper (552083-57214)

Supplies for cleaning, paper towels, toilet paper, etc.

Reserves - Mulch (568109-57214)

Playground Mulch.

Reserves - Parking Lots (568117-57214)

For repair of all asphalt lots.

Reserves – Playground Equipment (568122-57214)

For repair or replacement of playground equipment.

Reserves – Irrigation System (568098-57214)

For repair or replacement of irrigation system.

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Community Development District

Supporting Budget Schedules
Fiscal Year 2020

Comparison of Non-Ad Valorem Assessment Rates Fiscal Year 2020 vs Fiscal Year 2019

Assessments Per Unit													
LOT SIZE	# OF UNITS	General Fund			Debt Service Series 2008			Debt Service Series 2002 (Amenity)			Total		
		FY2020	FY2019	Percent Change	FY2020	FY2019	Percent Change	FY2020	FY2019	Percent Change	FY2020	FY2019	Percent Change
36	28	\$522.79	\$522.79	0.00%	\$0.00	\$75.51	-100.00%	\$0.00	\$47.90	-100.00%	\$522.79	\$646.21	-19.10%
40	104	\$522.79	\$522.79	0.00%	\$0.00	\$83.91	-100.00%	\$0.00	\$53.75	-100.00%	\$522.79	\$660.45	-20.84%
50	291	\$522.79	\$522.79	0.00%	\$0.00	\$115.14	-100.00%	\$0.00	\$66.53	-100.00%	\$522.79	\$704.46	-25.79%
60	62	\$522.79	\$522.79	0.00%	\$0.00	\$115.14	-100.00%	\$0.00	\$79.83	-100.00%	\$522.79	\$717.76	-27.16%
75	183	\$522.79	\$522.79	0.00%	\$0.00	\$157.33	-100.00%	\$0.00	\$99.79	-100.00%	\$522.79	\$779.91	-32.97%
90	67	\$522.79	\$522.79	0.00%	\$0.00	\$188.79	-100.00%	\$0.00	\$123.61	-100.00%	\$522.79	\$835.19	-37.40%
65	8	\$522.79	\$522.79	0.00%	\$0.00	\$117.47	-100.00%	\$0.00	\$0.00	n/a	\$522.79	\$640.26	-18.35%
50 gar	12	\$522.79	\$522.79	0.00%	\$0.00	\$117.47	-100.00%	\$0.00	\$9.08	-100.00%	\$522.79	\$649.34	-19.49%
	755												

Eighth Order of Business

8A.

**Piney-Z Community
Development District**

ANNUAL FINANCIAL REPORT

September 30, 2018

Piney-Z Community Development District

ANNUAL FINANCIAL REPORT

Fiscal Year Ended September 30, 2018

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REPORT OF INDEPENDENT AUDITORS

To the Board of Supervisors
Piney-Z Community Development District
Leon County, Florida

Report on the Financial Statements

We have audited the accompanying financial statements of Piney-Z Community Development District as of and for the year ended September 30, 2018, and the related notes to financial statements, which collectively comprise the District's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audits. We conducted our audits in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Accounting Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Fort Pierce / Stuart



To the Board of Supervisors
Piney-Z Community Development District

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and each major fund of Piney-Z Community Development District, as of September 30, 2018, and the respective changes in financial position and the budgetary comparison for the General Fund for the year then ended in conformity with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the Management Discussion and Analysis on pages 3-8 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued a report dated March 11, 2019 on our consideration of the District's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations and contracts. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Piney-Z Community Development District's internal control over financial reporting and compliance.

Berger, Toombs, Elam, Gaines & Frank
Certified Public Accountants PL
Fort Pierce, Florida

March 11, 2019

**Piney-Z Community Development District
MANAGEMENT'S DISCUSSION AND ANALYSIS
For the Year Ended September 30, 2018**

Management's discussion and analysis of Piney-Z Community Development District (the "District") financial performance provides an objective and easily readable analysis of the District's financial activities. The analysis provides summary financial information for the District and should be read in conjunction with the District's financial statements.

OVERVIEW OF THE FINANCIAL STATEMENTS

The District's basic financial statements comprise three components; 1) *Government-wide financial statements*, 2) *Fund financial statements*, and 3) *Notes to financial statements*. The *Government-wide financial statements* present an overall picture of the District's financial position and results of operations. The *Fund financial statements* present financial information for the District's major funds. The *Notes to financial statements* provide additional information concerning the District's finances.

The *Government-wide financial statements* are the **statement of net position** and the **statement of activities**. These statements use accounting methods similar to those used by private-sector companies. Emphasis is placed on the net position of governmental activities and the change in net position. Governmental activities are primarily supported by special assessments.

The **statement of net position** presents information on all assets and liabilities of the District, with the difference between assets and liabilities reported as net position. Net position are reported in three categories; 1) net investment in capital assets, 2) restricted, and 3) unrestricted. Assets, liabilities, and net position are reported for all Governmental activities.

The **statement of activities** presents information on all revenues and expenses of the District and the change in net position. Expenses are reported by major function and program revenues relating to those functions are reported, providing the net cost of all functions provided by the District. To assist in understanding the District's operations, expenses have been reported as governmental activities. Governmental activities financed by the District include general government and debt service.

Fund financial statements present financial information for governmental funds. These statements provide financial information for the major funds of the District. Governmental fund financial statements provide information on the current assets and liabilities of the funds, changes in current financial resources (revenues and expenditures), and current available resources.

**Piney-Z Community Development District
MANAGEMENT'S DISCUSSION AND ANALYSIS
For the Year Ended September 30, 2018**

OVERVIEW OF THE FINANCIAL STATEMENTS (CONTINUED)

Fund financial statements include a **balance sheet** and a **statement of revenues, expenditures and changes in fund balances** for all governmental funds. A **statement of revenues, expenditures, and changes in fund balances – budget and actual** is provided for the District's General Fund. *Fund financial statements* provide more detailed information about the District's activities. Individual funds are established by the District to track revenues that are restricted to certain uses or to comply with legal requirements.

The *government-wide financial statements* and the *fund financial statements* provide different pictures of the District. The *government-wide financial statements* provide an overall picture of the District's financial standing. These statements are comparable to private-sector companies and give a good understanding of the District's overall financial health and how the District paid for the various activities, or functions, provided by the District. All assets of the District, including improvements and infrastructure, are reported in the **statement of net position**. All liabilities, including principal outstanding on bonds are included. The **statement of activities** includes depreciation on all long lived assets of the District, but transactions between the different functions of the District have been eliminated in order to avoid "doubling up" the revenues and expenses. The *fund financial statements* provide a picture of the major funds of the District. In the case of governmental activities, outlays for long lived assets are reported as expenditures and long-term liabilities, such as general obligation bonds, are not included in the fund financial statements. To provide a link from the *fund financial statements* to the *government-wide financial statements*, reconciliation is provided from the *fund financial statements* to the *government-wide financial statements*.

Notes to financial statements provide additional detail concerning the financial activities and financial balances of the District. Additional information about the accounting practices of the District, investments of the District, capital assets and long-term debt are some of the items included in the *notes to financial statements*.

Financial Highlights

The following are the highlights of financial activity for the year ended September 30, 2018.

- ◆ The District's total assets exceeded total liabilities by \$681,995. Net investment in capital assets for the District was \$240,758. Unrestricted net position for Governmental Activities was \$299,581 and restricted net position for debt service was \$141,656.
- ◆ Governmental activities revenues totaled \$668,585 while governmental activities expenses totaled \$425,589.

**Piney-Z Community Development District
MANAGEMENT'S DISCUSSION AND ANALYSIS
For the Year Ended September 30, 2018**

OVERVIEW OF THE FINANCIAL STATEMENTS (CONTINUED)

Financial Analysis of the District

The following schedule provides a summary of the assets, liabilities and net position of the District and is presented by category for comparison purposes.

Net Position

	Governmental Activities	
	2018	2017
Current assets	\$ 328,804	\$ 339,940
Restricted assets	151,881	167,834
Capital assets	479,699	463,140
Total Assets	960,384	970,914
Deferred Outflow of Resources	1,921	5,574
Total Assets and Deferred Outflows	962,305	976,488
Current liabilities	280,310	295,793
Non-current liabilities	-	241,696
Total Liabilities	280,310	537,489
Net position - net investment in capital assets	240,758	(6,732)
Net position - restricted	141,656	151,292
Net position - unrestricted	299,581	294,439
Total Net Position	\$ 681,995	\$ 438,999

The decrease in current assets and current liabilities was primarily related to timing.

The decrease in restricted assets was the result of the excess of expenditures over revenues at the fund level in debt service funds.

The increase in capital assets was primarily due to current year additions in excess of depreciation.

The decrease in total liabilities and increase in net position – net investment in capital assets was primarily related to principal payments on bonds.

**Piney-Z Community Development District
MANAGEMENT'S DISCUSSION AND ANALYSIS
For the Year Ended September 30, 2018**

OVERVIEW OF THE FINANCIAL STATEMENTS (CONTINUED)

Financial Analysis of the District (Continued)

The following schedule provides a summary of the changes in net position of the District and is presented by category for comparison purposes.

Change In Net Position

	Governmental Activities	
	2018	2017
Program Revenues		
Charges for services	\$ 639,966	\$ 639,426
General Revenues		
Miscellaneous	25,848	49,017
Investment earnings	2,771	1,749
Total Revenues	<u>668,585</u>	<u>690,192</u>
Expenses		
General government	127,311	134,575
Culture and recreation	243,181	236,580
Physical environment	32,181	32,873
Interest on long-term debt	<u>22,916</u>	<u>36,175</u>
Total Expenses	<u>425,589</u>	<u>440,203</u>
Change in Net Position	242,996	249,989
Net Position - Beginning of Year	<u>438,999</u>	<u>189,010</u>
Net Position - End of Year	<u><u>\$ 681,995</u></u>	<u><u>\$ 438,999</u></u>

The decrease in miscellaneous revenues is related to insurance proceeds received in the prior year.

The decrease in general government expenses was the result of reduced Board pay and emergency repairs.

The increase in culture and recreation expenses was primarily related to increased contingency expenses.

**Piney-Z Community Development District
MANAGEMENT'S DISCUSSION AND ANALYSIS
For the Year Ended September 30, 2018**

OVERVIEW OF THE FINANCIAL STATEMENTS (CONTINUED)

Capital Assets Activity

The following schedule provides a summary of the District's capital assets as of September 30, 2018 and 2017.

	Governmental Activities	
	2018	2017
Recreational amenities	\$ 858,297	\$ 819,850
Infrastructure	394,717	394,717
Equipment	59,672	59,672
Less: accumulated depreciation	(832,987)	(811,099)
Governmental Activities Capital Assets	<u>\$ 479,699</u>	<u>\$ 463,140</u>

During the year, the District added \$76,893 of recreational amenities and depreciation was \$48,801 and disposed of recreational amenities of \$38,446 with accumulated depreciation of \$26,913.

General Fund Budgetary Highlights

The final budget exceeded actual expenditures primarily because payroll expenditures were less than anticipated.

The budget was amended in the current year for capital outlay expenditures not anticipated in the original budget.

Debt Management

Governmental Activities debt includes the following:

- ◆ In February 2002, the District issued \$850,000 Series 2002 Capital Improvement Revenue Bonds. These bonds were issued to finance the acquisition of certain amenity improvements within the District. The balance outstanding on the Series 2002 Bonds at September 30, 2018 was \$60,000.
- ◆ In February 2008, the District issued \$1,960,000 of Capital Improvement Revenue Refunding Bonds. These bonds were issued to refund and redeem the outstanding principal balance of the \$2,125,000 Series 1997 Bonds Anticipation Notes and finance the acquisition and construction of certain infrastructure improvements within the District. The balance outstanding on the Series 2008 Bonds at September 30, 2018 was \$185,000.

**Piney-Z Community Development District
MANAGEMENT'S DISCUSSION AND ANALYSIS
For the Year Ended September 30, 2018**

OVERVIEW OF THE FINANCIAL STATEMENTS (CONTINUED)

Economic Factors and Next Year's Budget

Piney-Z Community Development District does not expect any economic factors to have any significant effect on the financial position or results of operations of the District in fiscal year 2019.

Request for Information

The financial report is designed to provide a general overview of Piney-Z Community Development District's finances for all those with an interest. Questions concerning any of the information provided in this report or requests for additional information should be addressed to the Piney-Z Community Development District, Inframark Infrastructure Management Services, 210 North University Drive, Suite 702, Coral Springs, Florida 33071.

Piney-Z Community Development District
STATEMENT OF NET POSITION
September 30, 2018

	Governmental Activities
ASSETS	
Current Assets	
Cash	\$ 325,044
Prepaid expenses	3,760
Total Current Assets	<u>328,804</u>
Non-Current Assets	
Restricted Assets	
Investments	151,881
Capital Assets, Being Depreciated	
Recreational amenities	858,297
Infrastructure	394,717
Equipment	59,672
Less: accumulated depreciation	<u>(832,987)</u>
Total Non-Current Assets	<u>631,580</u>
Total Assets	<u>960,384</u>
Deferred Outflow of Resources	
Deferred amount on refunding	<u>1,921</u>
Total Assets and Deferred Outflow of Resources	<u>962,305</u>
LIABILITIES	
Current Liabilities	
Accounts payable and accrued expenses	23,242
Bonds payable	243,862
Accrued interest	4,526
Deposits	200
Unearned revenues	<u>8,480</u>
Total Current Liabilities	<u>280,310</u>
NET POSITION	
Net investment in capital assets	240,758
Restricted for debt service	141,656
Unrestricted	<u>299,581</u>
Total Net Position	<u>\$ 681,995</u>

See accompanying notes to financial statements.

Piney-Z Community Development District
STATEMENT OF ACTIVITIES
For the Year Ended September 30, 2018

Functions/Programs	Expenses	Program Revenues	Net (Expense) Revenues and Changes in Net Position
		Charges for Services	Governmental Activities
Governmental Activities			
General government	\$ (127,311)	\$ 104,738	\$ (22,573)
Culture and recreation	(243,181)	258,419	15,238
Physical environment	(32,181)	16,840	(15,341)
Interest on long-term debt	(22,916)	259,969	237,053
Total Governmental Activities	<u>\$ (425,589)</u>	<u>\$ 639,966</u>	<u>214,377</u>
General Revenues			
	Investment earnings		2,771
	Miscellaneous revenues		25,848
	Total General Revenues		<u>28,619</u>
	Change in Net Position		242,996
	Net Position - October 1, 2017		438,999
	Net Position - September 30, 2018		<u>\$ 681,995</u>

See accompanying notes to financial statements.

**Piney-Z Community Development District
BALANCE SHEET
GOVERNMENTAL FUNDS
September 30, 2018**

	General	2002 Debt Service	2008 Debt Service	Total Governmental Funds
ASSETS				
Cash	\$ 325,044	\$ -	\$ -	\$ 325,044
Due from other funds	2,699	-	-	2,699
Prepaid expenses	3,760	-	-	3,760
Restricted assets:				
Investments, at fair value	-	19,658	132,223	151,881
Total Assets	\$ 331,503	\$ 19,658	\$ 132,223	\$ 483,384
LIABILITIES AND FUND BALANCES				
LIABILITIES				
Accounts payable and accrued expenses	\$ 23,242	\$ -	\$ -	\$ 23,242
Due to other funds	-	840	1,859	2,699
Deposits	200	-	-	200
Unearned revenue	8,480	-	-	8,480
Total Liabilities	31,922	840	1,859	34,621
Fund Balances				
Nonspendable:				
Prepaid expenses	3,760	-	-	3,760
Restricted:				
Debt service	-	18,818	130,364	149,182
Assigned:				
Operating reserves	100,459	-	-	100,459
Amenities	42,829	-	-	42,829
Lodge	7,050	-	-	7,050
Pool pumps	3,300	-	-	3,300
Other	34,900	-	-	34,900
Unassigned	107,283	-	-	107,283
Total Fund Balances	299,581	18,818	130,364	448,763
Total Liabilities and Fund Balances	\$ 331,503	\$ 19,658	\$ 132,223	\$ 483,384

See accompanying notes to financial statements.

Piney-Z Community Development District
RECONCILIATION OF TOTAL GOVERNMENTAL FUND BALANCES
TO NET POSITION OF GOVERNMENTAL ACTIVITIES
September 30, 2018

Total Governmental Fund Balances	\$ 448,763
Amounts reported for governmental activities in the Statement of Net Position are different because:	
Capital assets being depreciated (infrastructure, \$394,717, equipment, \$59,672, recreational amenities, \$858,297; net of accumulated depreciation, \$(832,987)) used in governmental activities are not financial resources and; therefore, are not reported at the fund statement level.	479,699
Long-term liabilities, including bonds payable, \$(245,000) net of bond discount, net, \$1,138, are not due and payable in the current period and; therefore, are not reported at the fund statement level.	(243,862)
Deferred outflow of resources (deferred amount on refunding) are not financial resources and therefore, are not reported at the fund statement level.	1,921
Accrued interest expense for long-term debt is not a financial use and; therefore, is not reported at the fund statement level.	(4,526)
Net Position of Governmental Activities	<u><u>\$ 681,995</u></u>

See accompanying notes to financial statements.

Piney-Z Community Development District
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES
IN FUND BALANCES – GOVERNMENTAL FUNDS
For the Year Ended September 30, 2018

	General	2002 Debt Service	2008 Debt Service	Total Governmental Funds
Revenues				
Special assessments	\$ 379,997	\$ 53,819	\$ 206,150	\$ 639,966
Miscellaneous revenues	25,848	-	-	25,848
Investment earnings	2,296	96	379	2,771
Total Revenues	<u>408,141</u>	<u>53,915</u>	<u>206,529</u>	<u>668,585</u>
Expenditures				
Current				
General government	111,078	4,712	11,521	127,311
Culture and recreation	197,169	-	-	197,169
Physical environment	17,859	-	-	17,859
Capital outlay	76,893	-	-	76,893
Debt service				
Principal	-	65,000	175,000	240,000
Interest	-	6,250	15,300	21,550
Total Expenditures	<u>402,999</u>	<u>75,962</u>	<u>201,821</u>	<u>680,782</u>
Net Change in Fund Balances	<u>5,142</u>	<u>(22,047)</u>	<u>4,708</u>	<u>(12,197)</u>
Fund Balances - October 1, 2017	<u>294,439</u>	<u>40,865</u>	<u>125,656</u>	<u>460,960</u>
Fund Balances - September 30, 2018	<u>\$ 299,581</u>	<u>\$ 18,818</u>	<u>\$ 130,364</u>	<u>\$ 448,763</u>

See accompanying notes to financial statements.

Piney-Z Community Development District
RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCES OF GOVERNMENTAL FUNDS
TO THE STATEMENT OF ACTIVITIES
For the Year Ended September 30, 2018

Net Change in Fund Balances - Total Governmental Funds	\$ (12,197)
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Amounts reported for governmental activities in the Statement of Activities are different because:

Governmental funds report capital outlays as expenditures. However, in the Statement of Activities, the cost of those assets is allocated over their estimated useful lives as depreciation expense. This is the amount that depreciation (\$48,801) and the loss on disposal (\$11,533) was exceeded by capital outlay (\$76,893) in the current period.	16,559
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Repayments of long-term liabilities are expenditures in the governmental funds, funds, but the repayment reduces long-term liabilities in the Statement of Net Position.	240,000
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Governmental funds report bond discounts as expenditures. However, in the Statement of Activities, the cost of those assets are allocated based on an effective interest rate as amortization expense. This is the amount of amortization in the current year.	(2,166)
--	---------

The amortization for deferred amount on refunding of debt is recognized as a component of interest expense in the Statement of Activities, but not in the governmental funds. This is the amount of current year interest.	(3,653)
--	---------

In the Statement of Activities, interest is accrued on outstanding bonds; whereas in governmental funds, interest expenditures are reported when due. This is the change in accrued interest in the current period.	<div style="border-top: 1px solid black; border-bottom: 3px double black;">4,453</div>
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Change in Net Position of Governmental Activities	<div style="border-top: 1px solid black; border-bottom: 3px double black;">\$ 242,996</div>
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See accompanying notes to financial statements.

Piney-Z Community Development District
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN
FUND BALANCES – BUDGET AND ACTUAL – GENERAL FUND
For the Year Ended September 30, 2018

	Original Budget	Final Budget	Actual	Variance with Final Budget Positive (Negative)
Revenues				
Special assessments	\$ 378,919	\$ 378,919	\$ 379,997	\$ 1,078
Miscellaneous revenues	21,916	21,916	25,848	3,932
Investment earnings	1,000	1,000	2,296	1,296
Total Revenues	<u>401,835</u>	<u>401,835</u>	<u>408,141</u>	<u>6,306</u>
Expenditures				
Current				
General government	123,676	123,676	111,078	12,598
Culture and recreation	213,487	213,487	197,169	16,318
Physical environment	18,312	18,312	17,859	453
Capital outlay	<u>46,360</u>	<u>123,253</u>	<u>76,893</u>	<u>46,360</u>
Total Expenditures	<u>401,835</u>	<u>478,728</u>	<u>402,999</u>	<u>75,729</u>
Net Change in Fund Balances	-	(76,893)	5,142	82,035
Fund Balances - October 1, 2017	<u>271,372</u>	<u>294,439</u>	<u>294,439</u>	<u>-</u>
Fund Balances - September 30, 2018	<u>\$ 271,372</u>	<u>\$ 217,546</u>	<u>\$ 299,581</u>	<u>\$ 82,035</u>

See accompanying notes to financial statements.

**Piney-Z Community Development District
NOTES TO FINANCIAL STATEMENTS
September 30, 2018**

NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The financial statements of the District have been prepared in conformity with generally accepted accounting principles (GAAP) as applied to governmental units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. The District's more significant accounting policies are described below.

1. Reporting Entity

The District was established on June 11, 1997, pursuant to the Uniform Community Development District Act of 1980, Chapter 190, Florida Statutes, as amended (the "Act"), by the City of Tallahassee, Florida, as a Community Development District. The District was established for the purposes of financing and managing the acquisition, construction, maintenance and operation of the infrastructure necessary for community development within its jurisdiction. The District is authorized to issue bonds for the purpose, among others, of financing, funding, planning, establishing, acquiring, constructing district roads, landscaping, and other basic infrastructure projects within or outside the boundaries of the Piney-Z Community Development District. The District is governed by a Board of Supervisors who are elected to four year terms. The District operates within the criteria established by Chapter 190.

As required by GAAP, these financial statements present the Piney-Z Community Development District (the primary government) as a stand-alone government. The reporting entity for the District includes all functions of government in which the District's Board exercises oversight responsibility including, but not limited to, financial interdependency, selection of governing authority, designation of management, significant ability to influence operations and accountability for fiscal matters.

Based upon the application of the above-mentioned criteria as set forth in Governmental Accounting Standards Board Statement Number 61, The Financial Reporting Entity, the District has identified no component units.

2. Measurement Focus and Basis of Accounting

The basic financial statements of the District are composed of the following:

- Government-wide financial statements
- Fund financial statements
- Notes to financial statements

**Piney-Z Community Development District
NOTES TO FINANCIAL STATEMENTS
September 30, 2018**

NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

2. Measurement Focus and Basis of Accounting (Continued)

a. Government-wide Financial Statements

Government-wide financial statements report all non-fiduciary information about the reporting government as a whole. These statements include all the governmental activities of the primary government. The effect of interfund activity has been removed from these statements.

Governmental activities are supported by special assessments and interest. Program revenues are netted with program expenses in the statement of activities to present the net cost of each program

Amounts paid to acquire capital assets are capitalized as assets, rather than reported as an expenditure. Proceeds of long-term debt are recorded as liabilities in the government-wide financial statements, rather than as an other financing source.

Amounts paid to reduce long-term indebtedness of the reporting government are reported as a reduction of the related liability, rather than as an expenditure.

b. Fund Financial Statements

The underlying accounting system of the District is organized and operated on the basis of separate funds, each of which is considered to be a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues and expenditures or expenses, as appropriate. Governmental resources are allocated to and accounted for in individual funds based upon the purposes for which they are to be spent and the means by which spending activities are controlled.

Fund financial statements for the primary government's governmental funds are presented after the government-wide financial statements. These statements display information about major funds individually.

**Piney-Z Community Development District
NOTES TO FINANCIAL STATEMENTS
September 30, 2018**

NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

2. Measurement Focus and Basis of Accounting (Continued)

b. Fund Financial Statements (Continued)

Governmental Funds

The District reports fund balance according to Governmental Accounting Standards Board Statement 54 – Fund Balance Reporting and Governmental Fund Type Definitions. The Statement requires the fund balance for governmental funds to be reported in classifications that comprise a hierarchy based primarily on the extent to which the government is bound to honor constraints on the specific purposes for which amounts in those funds can be spent.

The District has various policies governing the fund balance classifications.

Nonspendable Fund Balance – This classification consists of amounts that cannot be spent because they are either not in spendable form or are legally or contractually required to be maintained intact.

Restricted Fund Balance – This classification includes amounts that can be spent only for specific purposes stipulated by constitution, external resource providers, or through enabling legislation.

Assigned Fund Balance – This classification consists of the Board of Supervisors' intent to be used for specific purposes, but are neither restricted nor committed. The assigned fund balances can also be assigned by the District's management company.

Unassigned Fund Balance – This classification is the residual classification for the government's general fund and includes all spendable amounts not contained in the other classifications. Unassigned fund balance is considered to be utilized first when an expenditure is incurred for purposes for which amounts in any of those unrestricted fund balance classifications could be used.

Fund Balance Spending Hierarchy – For all governmental funds except special revenue funds, when restricted, committed, assigned, and unassigned fund balances are combined in a fund, qualified expenditures are paid first from restricted or committed fund balance, as appropriate, then assigned and finally unassigned fund balances.

**Piney-Z Community Development District
NOTES TO FINANCIAL STATEMENTS
September 30, 2018**

NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

2. Measurement Focus and Basis of Accounting (Continued)

b. Fund Financial Statements (Continued)

Governmental Funds (Continued)

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are considered to be available when they are collected within the current period or soon thereafter to pay liabilities of the current period. For this purpose, the District considers revenues to be available if they are collected within 60 days of the end of the current fiscal period.

Expenditures generally are recorded when a liability is incurred, as under accrual accounting. Interest associated with the current fiscal period is considered to be an accrual item and so has been recognized as revenue of the current fiscal period.

Under the current financial resources measurement focus, only current assets and current liabilities are generally included on the balance sheet. The reported fund balance is considered to be a measure of “available spendable resources”. Governmental fund operating statements present increases (revenues and other financing sources) and decreases (expenditures and other financing uses) in net current assets. Accordingly, they are said to present a summary of sources and uses of “available spendable resources” during a period.

Because of their spending measurement focus, expenditure recognition for governmental fund types excludes amounts represented by non-current liabilities. Since they do not affect net current assets, such long-term amounts are not recognized as governmental fund type expenditures or fund liabilities.

Amounts expended to acquire capital assets are recorded as expenditures in the year that resources are expended, rather than as fund assets. The proceeds of long-term debt are recorded as an other financing source rather than as a fund liability.

Debt service expenditures are recorded only when payment is due.

3. Basis of Presentation

a. Governmental Major Funds

General Fund – The General Fund is the District’s primary operating fund. It accounts for all financial resources of the general government, except those required to be accounted for in another fund.

**Piney-Z Community Development District
NOTES TO FINANCIAL STATEMENTS
September 30, 2018**

NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

3. Basis of Presentation (Continued)

a. Governmental Major Funds (Continued)

2002 Debt Service Fund – Accounts for debt service requirements to retire certain special assessment bonds which were used to finance the acquisition of certain District amenity improvements. The bonds are secured by a first lien on and pledge of the Pledged Revenues.

2008 Debt Service Fund – Accounts for debt service requirements to retire certain special assessment bonds which were used to finance the construction of District infrastructure improvements. The bonds are secured by a first lien on and pledge of the Pledged Revenues.

b. Non-current Governmental Assets/Liabilities

GASB Statement 34 requires that non-current governmental assets, such as land and improvements, and non-current governmental liabilities, such as general obligation bonds and due to developer be reported in the governmental activities column in the government-wide Statement of Net Position.

4. Assets, Liabilities, and Net Position or Equity

a. Cash and Investments

Florida Statutes require state and local governmental units to deposit monies with financial institutions classified as "Qualified Public Depositories," a multiple financial institution pool whereby groups of securities pledged by the various financial institutions provide common collateral from their deposits of public funds. This pool is provided as additional insurance to the federal depository insurance and allows for additional assessments against the member institutions, providing full insurance for public deposits.

The District is authorized to invest in those financial instruments as established by Section 218.415, Florida Statutes. The authorized investments consist of:

1. Direct obligations of the United States Treasury;
2. The Local Government Surplus Funds Trust or any intergovernmental investment pool authorized pursuant to the Florida Interlocal Cooperative Act of 1969;
3. Interest-bearing time deposits or savings accounts in authorized qualified public depositories;

**Piney-Z Community Development District
NOTES TO FINANCIAL STATEMENTS
September 30, 2018**

NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

4. Assets, Liabilities, and Net Position or Equity (Continued)

a. Cash and Investments (Continued)

4. Securities and Exchange Commission, registered money market funds with the highest credit quality rating from a nationally recognized rating agency.

For purposes of the statement of cash flows, cash equivalents include time deposits and all highly liquid debt instruments with original maturities of three months or less and held in a qualified public depository as defined by Section 280.02, Florida Statutes.

b. Restricted Net Position

Certain net position of the District is classified as restricted on the statement of net position because their use is limited either by law through constitutional provisions or enabling legislation; or by restrictions imposed externally by creditors. In a fund with both restricted and unrestricted net position, qualified expenses are considered to be paid first from restricted net position and then from unrestricted net position.

c. Capital Assets

Capital assets, which include property, plant, equipment and infrastructure assets (e.g. roads, sidewalks and similar items), are reported in the governmental activities column.

The District defines capital assets as assets with an initial, individual cost of \$5,000 or more and an estimated useful life in excess of two years. The valuation basis for all assets is historical cost.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend its useful life are not capitalized.

Major outlays for capital assets and improvements are capitalized as projects are constructed.

Depreciation of capital assets is computed and recorded by utilizing the straight-line method. Estimated useful lives of the various classes of depreciable capital assets are as follows:

Infrastructure – roads and drainage	30 years
Recreational amenities	30 years
Equipment	10 years

Piney-Z Community Development District
NOTES TO FINANCIAL STATEMENTS
September 30, 2018

NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

4. Assets, Liabilities, and Net Position or Equity (Continued)

d. Deferred Outflow of Resources

Deferred outflow of resources is the consumption of net position by the government that is applicable to a future reporting period. Deferred amount on refunding is amortized and recognized as a component of interest expense over the life of the bond.

e. Budgets

Budgets are prepared and adopted after public hearings for the governmental funds, pursuant to Chapter 190, Florida Statutes. The District utilizes the same basis of accounting for budgets as it does for revenues and expenditures in its various funds. The legal level of budgetary control is at the fund level. All budgeted appropriations lapse at year end. Formal budgets are adopted for the general and debt service funds. As a result, deficits in the budget columns of the accompanying financial statements may occur.

NOTE B – RECONCILIATION OF GOVERNMENT-WIDE AND FUND FINANCIAL STATEMENTS

1. Explanation of Differences Between the Governmental Fund Balance Sheet and the Government-wide Statement of Net Position

“Total fund balances” of the District’s governmental funds (\$448,763) differs from “net position” of governmental activities (\$681,995) reported in the Statement of Net Position. This difference primarily results from the long-term economic focus of the Statement of Net Position versus the current financial resources focus of the governmental fund balance sheet. The effect of the differences is illustrated below.

Capital related items

When capital assets are purchased or constructed, the cost of those assets is reported as expenditures in governmental funds. However, the Statement of Net Position included those capital assets among the assets of the District as a whole.

Recreational amenities	858,297
Infrastructure	394,717
Equipment	59,672
Less: accumulated depreciation	(832,987)
Total	<u>\$ 479,699</u>

Piney-Z Community Development District
NOTES TO FINANCIAL STATEMENTS
September 30, 2018

NOTE B – RECONCILIATION OF GOVERNMENT-WIDE AND FUND FINANCIAL STATEMENTS (CONTINUED)

1. Explanation of Differences Between the Governmental Fund Balance Sheet and the Government-wide Statement of Net Position (Continued)

Long-term debt transactions

Long-term liabilities applicable to the District's governmental activities are not due and payable in the current period and accordingly are not reported as fund liabilities. All liabilities (both current and long-term) are reported in the Statement of Net Position. Balances at September 30, 2018 were:

Bonds payable	\$ (245,000)
Bond discount, net	<u>1,138</u>
Total long-term liabilities	<u><u>\$ (243,862)</u></u>

Deferred outflow of resources

Deferred outflow of resources applicable to the District's governmental activities are not financial resources and therefore, are not reported as fund deferred outflow of resources.

Deferred amount on refunding	<u><u>\$ 1,921</u></u>
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Accrued interest

Accrued liabilities in the Statement of Net Position differ from the amount reported in governmental funds due to the accrued interest on bonds.

Accrued interest	<u><u>\$ (4,526)</u></u>
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2. Explanation of Differences Between the Governmental Fund Operating Statements and the Statement of Activities

The "net change in fund balances" for government funds (\$(12,197)) differs from the "change in net position" for governmental activities (\$242,996) reported in the Statement of Activities. The differences arise primarily from the long-term economic focus of the Statement of Activities versus the current financial resources focus of the governmental funds. The effect of the differences is illustrated on the next page.

Piney-Z Community Development District
NOTES TO FINANCIAL STATEMENTS
September 30, 2018

NOTE B – RECONCILIATION OF GOVERNMENT-WIDE AND FUND FINANCIAL STATEMENTS (CONTINUED)

2. Explanation of Differences Between the Governmental Fund Operating Statements and the Statement of Activities (Continued)

Capital related items

When capital assets that are to be used in governmental activities are purchased or constructed, the resources expended for those assets are reported as expenditures in governmental funds. However, in the Statement of Activities, the costs of those assets is allocated over their estimated useful lives and reported as depreciation expense. As a result, fund balances decrease by the amount of financial resources expended, whereas net position decreases by the amount of depreciation charged for the year.

Depreciation	\$ (48,801)
Loss on disposal	(11,533)
Capital outlay	<u>76,893</u>
Total	<u><u>\$ 16,559</u></u>

Long-term debt transactions

Repayments of bond principal are reported as an expenditure in the governmental funds and, thus, have the effect of reducing fund balance because current financial resources have been used.

Bond principal payments	\$ 240,000
Bond discount amortization	<u>(2,166)</u>
Total	<u><u>\$ 237,834</u></u>

Some expenses reported in the statement of activities do not require the use of current financial resources, therefore, are not reported as expenditures in governmental funds.

Net change in accrued interest payable	\$ 4,453
Decrease in deferred amount on refunding	<u>(3,653)</u>
Total	<u><u>\$ 800</u></u>

Piney-Z Community Development District
NOTES TO FINANCIAL STATEMENTS
September 30, 2018

NOTE C – CASH AND INVESTMENTS

All deposits are held in qualified public depositories and are included on the accompanying balance sheet as cash and investments.

Custodial Credit Risk – Deposits

Custodial credit risk is the risk that in the event of a bank failure, the District's deposits may not be returned to it. The District does not have a formal deposit policy for custodial credit risk, however, they follow the provisions of Chapter 280, Florida Statutes regarding deposits and investments. As of September 30, 2018, the District's bank balance was \$330,625 and the carrying value was \$325,044. Exposure to custodial credit risk was as follows. The District maintains all deposits in a qualified public depository in accordance with the provisions of Chapter 280, Florida Statutes, which means that all deposits are fully insured by Federal Depositors Insurance or collateralized under Chapter 280, Florida Statutes.

As of September 30, 2018, the District had the following investments and maturities:

<u>Investment</u>	<u>Maturities</u>	<u>Fair Value</u>
First American Government Obligation	26 days*	\$ 1
Commercial Paper	N/A	151,880
Total		<u>\$ 151,881</u>

*Weighted average maturity

The District categorizes its fair value measurements within the fair value hierarchy recently established by generally accepted accounting principles. The fair value is the price that would be received to sell an asset, or paid to transfer a liability, in an orderly transaction between market participants at the measurement date. The hierarchy is based on the valuation inputs used to measure the fair value of the asset. The District uses a market approach in measuring fair value that uses prices and other relevant information generated by market transactions involving identical or similar assets, liabilities, or groups of assets and liabilities.

Assets or liabilities are classified into one of three levels. Level 1 is the most reliable and is based on quoted price for identical assets, or liabilities, in an active market. Level 2 uses significant other observable inputs when obtaining quoted prices for identical or similar assets, or liabilities, in markets that are not active. Level 3 is the least reliable and uses significant unobservable inputs that use the best information available under the circumstances, which includes the District's own data in measuring unobservable inputs.

Based on the criteria in the preceding paragraph, the investments in Commercial Paper and First American Government Obligation are Level 1 assets.

**Piney-Z Community Development District
NOTES TO FINANCIAL STATEMENTS
September 30, 2018**

NOTE C – CASH AND INVESTMENTS (CONTINUED)

Investments

The District's investment policy allows management to invest funds in investments permitted under Section 218.415, Florida Statutes.

Interest Rate Risk

The District does not have a formal investment policy that limits investment maturities as a means of managing its exposure to fair value losses arising from increasing interest rates.

Credit Risk

The District's investments in the state investment pool and government loans are limited by state statutory requirements and bond compliance. The District has no investment policy that would further limit its investment choices. As of September 30, 2018, the District's investments in Commercial Paper were rated AAAM by Standard & Poor's.

Concentration of Credit Risk

The District places no limit on the amount it may invest in any one fund. 100% of the District's investments are invested in US Bank Interest Bearing Commercial Paper.

The types of deposits and investments and their level of risk exposure as of September 30, 2018 were typical of these items during the fiscal year then ended. The District considers any decline in fair value for certain investments to be temporary. In addition, the District has the ability to hold investments until its maturity date if the fair value is less than cost. The District's investments are recorded at fair value.

Piney-Z Community Development District
NOTES TO FINANCIAL STATEMENTS
September 30, 2018

NOTE D – CAPITAL ASSETS

Capital Asset activity for the year ended September 30, 2018 was as follows:

	Balance October 1, 2017	Additions	Deletions	Balance September 30, 2018
<u>Governmental activities:</u>				
Capital assets, being depreciated:				
Infrastructure - roads and drainage	\$ 394,717	\$ -	\$ -	\$ 394,717
Recreational amenities	819,850	76,893	(38,446)	858,297
Equipment	59,672	-	-	59,672
Total Capital Assets, Being Depreciated	<u>1,274,239</u>	<u>76,893</u>	<u>(38,446)</u>	<u>1,312,686</u>
Less accumulated depreciation for:				
Infrastructure - roads and drainage	(256,297)	(14,322)	-	(270,619)
Recreational amenities	(536,057)	(29,119)	26,913	(538,263)
Equipment	(18,745)	(5,360)	-	(24,105)
Total Accumulated Depreciation	<u>(811,099)</u>	<u>(48,801)</u>	<u>26,913</u>	<u>(832,987)</u>
Total Capital Assets Depreciated, Net	<u>\$ 463,140</u>	<u>\$ 28,092</u>	<u>\$ (11,533)</u>	<u>\$ 479,699</u>

Current year depreciation was charged to physical environment, \$14,322, and culture and recreation, \$34,479.

**Piney-Z Community Development District
NOTES TO FINANCIAL STATEMENTS
September 30, 2018**

NOTE E – LONG-TERM DEBT

The following is a summary of activity in the long-term debt account group of the District for the year ended September 30, 2018:

Long-term debt at October 1, 2017	\$ 485,000
Principal payments	<u>(240,000)</u>
Long-term debt at September 30, 2018	245,000
Less: Bond Discount, Net	<u>(1,138)</u>
Bonds Payable, Net	<u><u>\$ 243,862</u></u>

Long-term debt is comprised of the following:

\$850,000 Series 2002 Capital Improvement Revenue Bonds due in annual principal installments beginning May 2002, maturing in May 2019. Interest at a variable rate of .5% below the Wall Street Prime rate, at a minimum of 5% and a maximum of 12% is due May and November beginning 2002. The interest rate on the note was 5% at September 30, 2018.

\$ 60,000

\$1,960,000 Series 2008 Capital Improvement Revenue Bonds due in annual principal installments beginning May 2008, maturing in May 2019. \$1,010,000 of these bonds have a fixed interest rate of 3.75% and are due by May 2014. The remaining \$950,000 of these bonds have a fixed interest rate of 4.25% and are due by May 2019. Interest is due May and November beginning 2008.

185,000

Total \$ 245,000

The annual requirements to amortize the principal and interest of bonded debt outstanding as of September 30, 2018 are as follows:

Year Ending September 30,	Principal	Interest	Total
2019	<u><u>\$ 245,000</u></u>	<u><u>\$ 10,863</u></u>	<u><u>\$ 255,863</u></u>

**Piney-Z Community Development District
NOTES TO FINANCIAL STATEMENTS
September 30, 2018**

NOTE E – LONG-TERM DEBT (CONTINUED)

Significant Bond Provisions

The Bonds are subject to extraordinary mandatory redemption prior to maturity in the manner determined by the Bond Registrar if certain events occurred as outlined in the Bond indenture.

The Series 2002 Bonds require a reserve equal to 5% of the bond principal outstanding. The required reserve at year end is \$3,000 and is reserved in the debt service fund.

The Series 2008 Bonds require that the District maintain adequate funds in a reserve account to meet the debt service reserve requirement as defined in the indenture. The District satisfied this requirement as of September 30, 2018, by obtaining a bond reserve insurance policy.

In addition, the Bond Indenture has certain restrictions and requirements relating principally to the use of proceeds to pay for the infrastructure improvements and the procedures to be followed by the District on assessments to property owners. The District agrees to levy special assessments in annual amounts adequate to provide payment of debt service.

The District is in compliance with the requirements of the Bond Indentures.

NOTE F – RISK MANAGEMENT

The District is exposed to various risks of loss related to torts; theft of, damage to and destruction of assets; errors and omissions; and natural disasters for which the government carries commercial insurance.

NOTE G – BOUNDARY AGREEMENT

On March 10, 2014, the Board approved a boundary agreement with Piney Z Land Company in which the District agreed to remove Phase 9 from its boundaries in return for the payment of operation and maintenance assessments through December 1, 2018. The District provided a 15% discount for a one-time payment, made in full \$118,734; \$8,480 is reflected as unearned revenue in the accompanying financial statements and will be recognized as an operating contribution next year. As per the agreement, the Establishment Ordinance and Interlocal Agreement was amended to provide for the existence of the District beyond 2019.



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**INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL
REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT
OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH
GOVERNMENT AUDITING STANDARDS**

To the Board of Supervisors
Piney-Z Community Development District
Leon County, Florida

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of Piney-Z Community Development District, as of and for the year ended September 30, 2018, and the related notes to the financial statements, and have issued our report thereon dated March 11, 2019.

Internal Control Over Financial Reporting

In planning and performing our audit, we considered Piney-Z Community Development District's internal control over financial reporting to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of Piney-Z Community Development District's internal control. Accordingly, we do not express an opinion on the effectiveness of Piney-Z Community Development District's internal control over financial reporting.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A *material weakness* is a deficiency, or combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over financial reporting was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.



To the Board of Supervisors
Piney-Z Community Development District

Compliance and Other Matters

As part of obtaining reasonable assurance about whether Piney-Z Community Development District's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

A handwritten signature in cursive script that reads "Berger Toombs Elam Gaines & Frank".

Berger, Toombs, Elam, Gaines & Frank
Certified Public Accountants
Fort Pierce, Florida

March 11, 2019



Berger, Toombs, Elam,
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MANAGEMENT LETTER

To the Board of Supervisors
Piney-Z Community Development District
Leon County, Florida

Report on the Financial Statements

We have audited the financial statements of the Piney-Z Community Development District as of and for the year ended September 30, 2018, and have issued our report thereon dated March 11, 2019.

Auditor's Responsibility

We conducted our audit in accordance with auditing standards generally accepted in the United States; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States and Chapter 10.550, Rules of the Florida Auditor General.

Other Reporting Requirements

We have issued our Independent Auditor's Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with *Government Auditing Standards* and our Independent Auditor's Report on an examination conducted in accordance with *AICPA Professionals Standards*, AT-C Section 315, regarding compliance requirements in accordance with Chapter 10.550, Rules of the Auditor General. Disclosures in those reports, which are dated March 11, 2019, should be considered in conjunction with this management letter.

Prior Audit Findings

Section 10.554(1)(i)1., Rules of the Auditor General, requires that we determine whether or not corrective actions have been taken to address findings and recommendations made in the preceding financial audit report. There were no findings or recommendations in the preceding audit.

Financial Condition and Management

Section 10.554(1)(i)5.a. and 10.556(7), Rules of the Auditor General, require us to apply appropriate procedures and communicate the results of our determination as to whether or not Piney-Z Community Development District has met one or more of the conditions described in Section 218.503(1), Florida Statutes, and to identify the specific conditions met. In connection with our audit, we determined that Piney Z Community Development District did not meet any of the conditions described in Section 218.503(1) Florida Statutes.



To the Board of Supervisors
Piney-Z Community Development District

Pursuant to Sections 10.554(1)(i)5.c. and 10.556(8), Rules of the Auditor General, we applied financial condition assessment procedures for Piney-Z Community Development District. It is management's responsibility to monitor the Piney-Z Community Development District's financial condition; our financial condition assessment was based in part on the representations made by management and the review of the financial information provided by the same as of September 30, 2018.

Section 10.554(1)(i)2., Rules of the Auditor General, requires that we communicate any recommendations to improve financial management. In connection with our audit, we did not have any such recommendations.

Additional Matters

Section 10.554(1)(i)3., Rules of the Auditor General, requires us to communicate noncompliance with provisions of contracts or grant agreements, or abuse, that have occurred, or are likely to have occurred, that have an effect on the financial statements that is less than material but warrants the attention of those charged with governance. In connection with our audit, we did not note any such findings.

Purpose of this Letter

Our management letter is intended solely for the information and use of the Legislative Auditing Committee, members of the Florida Senate and the Florida House of Representatives, the Florida Auditor General, Federal and other granting agencies, the Board of Supervisors, and applicable management, and is not intended to be and should not be used by anyone other than these specified parties.

*Berger Toombs Elam
Gaines & Frank*

Berger, Toombs, Elam, Gaines & Frank
Certified Public Accountants PL
Fort Pierce, Florida

March 11, 2019



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**INDEPENDENT ACCOUNTANT'S REPORT/COMPLIANCE
WITH SECTION 218.415, FLORIDA STATUTES**

To the Board of Supervisors
Piney-Z Community Development District
Leon County, Florida

We have examined Piney-Z Community Development District's compliance with Section 218.415, Florida Statutes during the year ended September 30, 2018. Management is responsible for Piney-Z Community Development District's compliance with those requirements. Our responsibility is to express an opinion on Piney-Z Community Development District's compliance based on our examination.

Our examination was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants and, accordingly, included examining, on a test basis, evidence about Piney-Z Community Development District's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances. We believe that our examination provides a reasonable basis for our opinion. Our examination does not provide a legal determination on Piney-Z Community Development District's compliance with the specified requirements.

In our opinion, Piney-Z Community Development District complied, in all material respects, with the aforementioned requirements during the year ended September 30, 2018.

A handwritten signature in cursive script that reads "Berger Toombs Elam Gaines & Frank".

Berger, Toombs, Elam, Gaines & Frank
Certified Public Accountants PL
Fort Pierce, Florida

March 11, 2019